UPTON PARISH COUNCIL

MINUTES OF ORDINARY PARISH COUNCIL MEETING On: Tuesday 4th August 2026		At: Berrywood Hospital Start time: 19:15hrs
Attendees: Councillor Bottwood Councillor Goodley Councillor Haylock Councillor Hull Councillor Warnes Councillor Watson	**Apologies:** Councillor Holt (Chair) Councillor Caddy (Vice Chair) Councillor Earle Councillor Ingram Councillor Kinton	**Clerk:** Emma Needham **Also present:** WNC Ward Councillor Michael Stratton PCSO Georgia Pennington

Item No:	MINUTES
076a/26	**Election of Councillor to Chair the 4th August Meeting** As apologies had been received from the Chairman and the Vice Chair, Councillors present RESOLVED to elect Councillor Bottwood to preside over the August Ordinary Parish Council meeting as Chairman.
076/26	**Public Session** There were no members of the public in attendance.
077/26	**Apologies for Absence** Council received and approved apologies for absence from Councillor Holt, Councillor Caddy, Councillor Earle, Councillor Kinton for reasons of prior engagement and from Councillor Ingram for reason of illness.
078/26	**Declarations of Interest** 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.
079/26	**Minutes of the previous meeting** Council RESOLVED to approve the minutes of the Ordinary Parish Council Meetings on 7th July 2026 and the Chairman duly signing them.
080/26	**Update from Police and WNC Ward Councillors** PSCO Georgia Pennington provided an update on actions being taken to tackle the illegal car meets at Sixfields, as raised by Councillor Watson on behalf of residents. In response to a question from Councillor Bottwood she stated that fly-tipping was not a matter that the PSCOs would get involved with. Councillor Hull noted the excellent support provided by PCSO James Scarsbrook and PC Amelia Spick at the Upton Community Fun Day on 1st August and requested that the Council's appreciation be passed on to them. WNC Ward Councillor Michael Stratton answered questions and addressed Council as follows:

	• Outlined challenges faced by WNC in tackling fly-tipping. • Agreed to provide a status update report on The Elgar Centre tenancy agreement for the Clerk to circulate. • Agreed to consider the Play Equipment Working Group's recommended strategy for play equipment provision at Upton Country Park. • Outlined staffing changes amongst WNC Officers, including appointment of Martin Henry as CEO of WNC.
Item No:	**Items from previous meetings**
081/26	**CCTV Marina Park and The Elgar Centre Car Park** The Clerk reported that the grant application has been submitted and outcome is awaited.
082/26	**Transfer of Taylor Wimpey Amenity Land** Council received a progress report regarding the transfer of Taylor Wimpey amenity land to Upton Parish Council and other matters relating to the Taylor Wimpey estate.
083/26	**Facebook Moderation Policy** Council RESOLVED to adopt the Moderation Policy and House Rules, as circulated by the Clerk, in preparation for the re-launch of Upton Parish Council's Facebook page.
084/26	**Concern regarding the closure and sale of The Country Centre, Berrywood Drive** Council NOTED the marketing of the former Northamptonshire County Centre site on Berrywood Drive. The site is being sold with full planning consent (2025/1700/FULL, granted August 2025) for 9 units of C2 supported living accommodation. Condition 3 restricts use to C2 only. Council RESOLVED to: a) record Council's concern about any proposal that would remove or weaken Condition 3 or result in loss of the approved C2 specialist accommodation use, noting that any future application will be considered on its planning merits against the development plan, national policy, site constraints, and evidence submitted. b) write to WNC to record Council's concern that the scope of the existing permission, in particular Condition 3, should be taken into consideration when assessing any future applications for the site. c) preserve a dated copy of the current sales pack. d) alert Ward Councillors and ask them to ensure any future applications receive the appropriate scrutiny.
085/26	**Relocation of Coeval SID** Council RESOLVED to give the Clerk delegated powers to approve a cost £TBC for refurbishing and/or replacing the failed battery and broken solar panel bracket in the most cost-effective way, enabling the SID to be safely redeployed on the new bespoke pole.
Item No.	**General Matters**
086/26	**NCALC 79th Annual Conference** Council NOTED that the NCALC Annual Conference will be held on Saturday 3rd October, starting at 10:00am and ending at 1:00pm. Council agreed to book 2 places for Upton Parish Council and agreed the two places should be allocated to Councillor Caddy, Councillor Warnes and/or the Clerk. (Councillors Caddy, Warnes and the Clerk to agree between themselves which two should attend).

087/26	**St Crispin Christmas Tree 2026** Council RESOLVED to install a Christmas tree on St Crispin Drive, outside St Crispin Retirement Village, subject to requisite permissions, authorised the Clerk to: a) seek permission from Taylor Wimpey to situate the tree on their amenity land. b) seek permission from Balfour Beaty to use electricity from nearby lamppost. c) obtain quotes for a tree and lights. d) liaise with St Crispin Retirement Village Residents' Association to further explore their offer to contribute towards the cost of the Christmas tree provision.
088/26	**Correspondence Received** Council agree the following responses to correspondence received: a) Illegal car meets at Sixfields causing dangerous driving, noise pollution and other ASB are outside of Upton Parish, but the impacts are felt by Upton residents. UPC has engaged with Northamptonshire Police and Northampton Town Council to raise awareness of this matter. Councillor Watson has scheduled a meeting with PCSO Scarsbrook for 5th August. It was agreed to post an update on UPC website. b) The responsibilities and enforcement options relating to the fly-tipping of building and garden waste on bridleway adjacent to Buttercup Meadow were explored at Min Ref 080/26. The Chairman proposed a resolution and Council RESOLVED: "To clear and dispose of the waste legally and responsibly at a cost of £617.25 and to write to all properties in the neighbouring properties to outline the direct financial impact illegal fly-tipping on Upton Parish Council's land has on Upton residents' council tax". c) Council concluded that signposting residents to WNC Environmental Crime, WNC Planning Enforcement and Northamptonshire Police was the appropriate action to deal with reports of a possible planning breach, noise nuisance and environmental pollution from what appears to be a vehicle repair yard (B2) operating at a dwellinghouse (C3).
Item No.	**Finance**
089/26	**Finance Report 1st Quarter** Council NOTED the Finance Report for the 1st Quarter 2026/27, circulated by the Clerk on 6th July.
090/26	**Income** Council NOTED all income received in the month as set out in Appendix A.
091/26	**Accounts for Payment** Due to not having a meeting in September, Council RESOLVED to add two additional payments to the August Payments table, both for services already received and supported by a resolution: a) BDA Surveying £720 incl VAT (Min Refs 057/26 and 063/26) b) MK Play £1,263 (Min Ref 043b/26) Council RESOLVED to all payments being made, as set out in Appendix B.
092/26	**Purchases approved between meetings** Council ratified purchases approved between meetings in accordance with FR6.9i, as set out in Appendix C.

093/26	**Approvals for September** Council NOTED that there will be no Parish Council meeting on Tuesday 2nd September. Council RESOLVED to approve a regular payment run on 3rd September, to include: a) employee's salary and expenses, HMRC and LGPS payments b) monthly payments to R&G Grounds and Access Storage. September payments will be reported to the October meeting in Appendix A-i.
Item No.	**Planning**
094/26	**Planning Applications received from the Local Planning Authority for comment.** No planning applications were received for comment.
095/26	**Notification of Planning Application Decisions reached by the Local Planning Authority.** Council NOTED the following decisions reached by the Local Planning Authority: a) 2026/2002/FULL 9 Clover Street Northampton NN5 4BA. New ground floor side window. Approval. b) 2025/4303/FULL Unit 6 Connells Residential 45 Latchet Lane Northampton NN5 4GF Conversion of unit to fast food restaurant (Use Class E(b)) opening hours 11:00am to 11:00pm including construction of mezzanine floor and extraction canopy to rear. Approval.

APPENDIX A - INCOME TABLE

Date	Source	Description	Amount
Jul-26	West Northamptonshire Council	S106 funding for replacement Knee Rails	£3,568.92
Jul-26	Billie's Balloons	Refund for non-attendance due to illness 20th June Event	£200.00

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	Access Storage	8th Aug to 7th Sep 2026 Inv no 61663 Min Ref 283/25	£95.00
BACS	R&G Grounds	Buttercup Meadow Gang mow 1/6, 15/6, 29/6, Triple 8/6 22/6, Shrub beds 16/6	£1,786.80
BACS	R&G Grounds	Memorial Car Park Triple mow 8/6, 22/6, Shrub beds 8/6 Weed control 22/6	£297.60
BACS	R&G Grounds	T11399 Repairs to Knee Rail Fences St Crispin 122917	£4,282.70
BACS	Employee/(s)	Jul Net Pay	£2,074.41
BACS	LGPS	Employee Pension Scheme Jul 2026	£751.31
BACS	HMRC	PAYE and NIC Jul 2026	£707.51
BACS	Employee/(s)	Jul Expenses	£104.34
BACS	BDA Surveying	Asbestos Survey Cricket Club and Bowls Club Min Ref 057/26, 063/26	£720.00
BACS	MK Play	3-hour play session incl Zorb balls 1st Aug event Min Ref 043b/26	£1,263.00

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
Dr Card	Argos	270L Outdoor Garden Storage Box – Sage (hosepipe etc)	£38.70
Dr Card	Screwfix	Hozelock 30M hose, braided NTS 50m, 10L watering can	£114.97
Dr Card	Royal Mail	Postage (Bowls Club letter drop)	£3.30
DD	Microshade (Flotek) Group	Mobile phone Jul Min Ref 269/25 260700491359	£26.40

In the absence of further business, the meeting was closed at 20:30hrs.

Signed: ……..

Councillor Andrew Holt. – Chairman to Upton Parish Council

Date: 23rd September 2026