UPTON PARISH COUNCIL

NOTICE OF ORDINARY PARISH COUNCIL MEETING **On: Tuesday 3rd November 2026**	**At: Berrywood Hospital** **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:** *on original*

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:
143/26	**Public Session** Members of the public are invited to address the meeting on agenda items.
144/26	**Apologies for Absence** To receive and approve apologies for absence
145/26	**Declarations of Interest** To consider any Declarations of Disclosable Pecuniary or Other Interests (DPI). To consider any Dispensations or written requests for dispensation of DPI.
146/26	**Minutes of the previous meeting** To RESOLVE to Council approving the minutes of the Ordinary Parish Council Meeting on 6th October 2026 and the Chairman duly signing them.
147/26	**Update from Police and WNC Ward Councillors** To receive reports from Police and WNC representatives.
Item No:	**Items from previous meetings**
148/26	**Clerk's Report** To receive a report from the clerk.
149/26	**St Crispin Cemetery Signage and Information Board** Subject to receiving landowner's consent, to RESOLVE to purchase a combination noticeboard and two bespoke signage designs at an estimated cost of £TBC including delivery and installation.
Item No.	**General Matters**

150/26	**Upton Country Park shipping container painting community project** To consider a proposal from Councillor Watson to paint the shipping container in Upton Country Park. Subject to obtaining the necessary landowner and container owner permissions, to RESOLVE to authorise the clerk to: a) contact a street artist to lead the above community project. b) agree costs (to work within the £700 budget), design requirements and timing. c) explore scope to include residents/young people. d) use Councillor Watson to assist where appropriate.
151/26	**Initial Deployment of Crimewave Mobile CCTV unit** To discuss a proposal from Councillor Caddy. To RESOLVE to approve a cost of £158 for an initial siting of the mobile CCTV unit on a Balfour Beatty streetlight.
152/26	**Remembrance Day 2026** To NOTE that the annual Remembrance Day service will take place at The Wooden Solider Memorial at 10:50am on Wednesday 11th November 2026. To ratify the following arrangements: a) the purchase of a wreath from RBL Poppy Shop at a cost of £55 b) the provision of refreshments at Spectrum at an estimated cost of less than £100
153/26	**Christmas Trees 2026** To NOTE The Land Trust will be installing a Christmas tree on Upton Square on 30th November. To NOTE that the Events budget includes provision for an initiative to provide a Christmas tree on the verge outside St Crispin Retirement Village. To RESOLVE to: a) Appoint a Councillor to take responsibility for the project b) Purchase a 14ft Christmas tree at a cost of £210 excl VAT plus a 1.5ft sleeve, battery lights, delivery, installation, erection and collection at a total cost of £TBC
154/26	**Budget 27/28** To receive proposals for items to be included in the draft 2027/28 budget. To NOTE the review of the draft budget on Tuesday 24th November at 7.15pm.
Item No.	**Finance**
155/26	**Income** To consider and note all income received in the month as set out in Appendix A.
156/26	**Accounts for Payment** To consider and RESOLVE to all payments being made, as set out in Appendix B.
157/26	**Purchases approved between meetings** To ratify purchases approved between meetings in accordance with FR6.9i, as set out in Appendix C.
Item No.	**Planning**
158/26	**West Northamptonshire Local Plan**

	To consider making a response to the WNC Reg 19 Local Plan consultation.
159/26	**Planning Applications for comment.** To NOTE the following planning applications received from the Local Planning Authority for comment. a) 2026/4050/TPO The Brambles 1 Willow Close Northampton NN5 4GL G1 Lime trees - Crown raise trees to 3m/first union, remove epicormic growth.
160/26	**Decisions reached by the Local Planning Authority.** To NOTE the following decisions reached by the Local Planning Authority: a) 2026/2330/HH 2 Clickers Mews Northampton NN5 4EE Loft conversion with Velux windows. Approval. b) 2026/3600/TCA Playing Field St Crispin Berrywood Road Northampton. Works to 15 x Lime and 1 x Lawson Cypress and to fell 1 x Horse Chestnut within a conservation area. No objections.

APPENDIX A - INCOME TABLE

Date	Source	Description	Amount
Oct-26	WNC Finance	S106 Application – Roundwood Way Knee rail	£15,684.96

APPENDIX B - PAYMENTS TABLE

By	Payee	Description	Amount
BACS	Access Storage	8th Nov to 7th Dec 2026 Inv no 64296 Min Ref 283/25	£95.00
BACS	R&G Grounds	Memorial Car Park Triple mow 4/9	£56.40
BACS	R&G Grounds	Buttercup Meadow Gang Mow 14/9 28/9, Triple 4/9, 23/9	£787.20
BACS	Coeval	New solar and battery equipment, set up and installation of sign	£1,579.20
BACS	DJOGS Ltd	BNG adjustments to landscape scheme for revised car park layout	£660.00
BACS	Chapman Design	Preparation and submission of planning application Min 018b/26	£900.00
BACS	Employee/(s)	Oct Net Pay	£2,133.11
BACS	LGPS	Employee Pension Scheme Oct 2026	£776.10
BACS	HMRC	PAYE and NIC Oct 2026	£742.67
BACS	Employee/(s)	Oct Expenses	£92.19

APPENDIX C - PAYMENTS MADE BETWEEN MEETINGS

By	Payee	Description	Amount
DD	Microshade (Flotek) Group	Mobile phone Oct Min Ref 269/25 261000526366	£26.40
BACS	WNC Finance	Roundwood Way Knee Rail Design and Installation	£18,821.95
Dr Card	Planning Portal	WNC Application fee	£154.50
Dr Card	Planning Portal	Band 1 Service Charge	£99.00
Dr Card	Height Barriers.co.uk	2 x replacement Maximum Height signs	£114.00