STANWICK PARISH COUNCIL

2025 Silver Jubilee Year

Chairman: Councillor Mark Taylor
Clerk to the Council: Ms J. L. Hodgson
www.stanwickparishcouncil.org.uk

MINUTES of COUNCIL MEETING

Date:	20th November 2025	
Venue:	Committee Room, Village Hall, Stanwick	
Time:	7.15 p.m.	
Present:	Councillors:-	M Taylor in the chair
		J Ashby
		G Banks
		S Glanville-Hughes
		B Johnson
		S Kitchener
		G Konstantinidis
	Clerk to the Council	J Hodgson
	NNC Councillor Howell	
	Members of the Public	0

25.131 APOLOGIES FOR ABSENCE

All councillors were present. Apologies were received from NNC Councillors Wright and Harrison.

25.132 MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 23rd October 2025 be approved as a correct record and signed by the Chairman.

25.133 DECLARATION OF INTEREST

Councillors Kitchener declared an interest in agenda item 25.137 j and Councillors Glanville-Hughes and Johnson declared an interest in planning application 25/01450/HFUL

25.134 PUBLIC SPEAKING TIME

None.

25.135 REPORTS FROM NORTH NORTHAMPTONSHIRE COUNCILLORS

Councillor Howell gave a report and drew the Councils attention to the proposal to site a temporary traveller site at Woodford and the expected associated planning application and the 'Strategic Approach to Transfer of Services' that North Northants Council would be issuing in January 2026

25.136 FOUR YEAR PLAN

a. Welcome to Stanwick for Higham Rd & Chelveston Rd (Pillar 1)

Further to Minute 25.108 b it was noted that costs for two replica signs had been obtained from 'Signs of the Times' at £3090.00. Northants Highways Regulations had advised that they would require written consent of the adjacent land owners and a S144 licence completed. A grant application has been made to the National Lottery Reaching Communities Fund for the cost of the signs. The decision on the grant is expected by early January 2026. The grant application also included funding for a notice board at Mallows Grange (Minute 25.101 h refers)

b. Bat boxes (Pillar 1)

The action taken by Cllr Glanville-Hughes re possible bat boxes at the cemetery as potential habitat and other locations was noted. The species of bat would need to be determined so that the most appropriate bat boxes could be installed. The Clerk had provided all councillors with a briefing on the implications of introducing bat boxes to various sites.

c. Bench for Church Street (Pillar 1)

Further to Minute 25.107 the issues surrounding reinstatement of a bench was considered. It was proposed and

RESOLVED

That the bench should be positioned facing onto the pavement, so that it is easily accessible and reduces the opportunities to use it for anti-social behaviour. The bench will need to be placed on a concrete plinth, or similar, to provide a horizontal level.

It was agreed that the bench for Church Street and Villa Lane have the wording 'Let the World Wait'.

d. 6 Poplar trees for Cemetery (Pillar 1)

It was noted that due to the early closure of the grant scheme run by the Tree Council, the 6 Poplar trees for Cemetery will be purchased using the Green Projects Fund. The trees have been sourced through Bosworth Garden Centre and planting arrangements need to be made.

e. Safety barriers next to Hawkes Technical (Pillar 1)

It was noted that a grant application has been submitted to North Northants Councils for funding towards safety barriers next to Hawkes Technical ref CF764491072 on the basis of a quote from Raybell & Sons. A decision is expected in January 2026.

25.137 FINANCIAL MATTERS

a. Internal Control

i. Financial Reports

The Budget Variance and Quarterly Variance Reports, together with the bank reconciliation covering all accounts were presented on the website for all to view. It was proposed and

RESOLVED

That the financial statements are approved by the Council as a correct record.

Outstanding invoices requiring payment to the Council: None

Note, paid invoices are not reported in this section. Invoices for printing services will be issued 21st November 2025.

Value of long-term investment held i.e. funds not held in instant or notice bank accounts or other short term investments – zero.

ii. Report in relation to VAT

It was noted that VAT claims for September and October, £515.32 and £602.22 respectively, have been received.

iii. Report in relation to PAYE

All processes are being followed.

iv. Grants received or given

It was noted that a grant towards to the Christmas lights insurance had been made,

v. Asset Register

It was not necessary to make any amendments to the asset register.

vi. Incident reports on council owned land

There have not been any reports of accidents or incidents on Council owned land since the September meeting.

b. Report from the Internal Control Councillor

It was reported that the Internal Control review was carried out on the 13th November and there were no matters of concern.

c. Budget for 2026-2027

After considering the forecasted financial position and project and finance briefing, it was proposed and

RESOLVED

It was agreed that the budget was robust and placed the Council on a stronger financial footing as future costs were be anticipated and planned for. It also took into account statutory and inflationary increases in costs, as inflation is presently at 4.6%.

That the budget should be as shown in Appendix A be adopted , with an overall cost of £92568.00

The increase represents a 5% increase in the overall budget, or £4408.00, and equates to an average of 56p per month per household, based on 780 properties over 10 months.

d. Precept for 2026-2027

After considering the approved budget for 2026-27

It was proposed and

RESOLVED

That a precept demand under s41 of the Local Government Finance Act 1992 be issued to North Northamptonshire Council for £92568.00 for the year 2026/27 as Stanwick Parish Council has calculated that the budget requirement, as calculated in accordance with s50 of this Act, is £92568.00

e. Northants Local Government Pension Scheme

A briefing report on the Northants Local Government Pension Scheme, noting the reduction in employer contributions from April 2026 was considered. It was proposed and

RESOLVED

That the Council accepts the change to the employer contribution rate

Councillor Konstantinidis left the meeting at 19.54 due to a family emergency.

f. Grant application

A grant application from Friends of Stanwick Church for replacement Christmas lights for the outdoor trees of £190.00 was considered. It was proposed and

RESOLVED

That a grant of £188.87 be made in line with costs of 9 sets of lights for the church yew trees.

g. Repairs of floodlight cabling

It was proposed and

RESOLVED

To authorise payment of repairs of floodlight cabling £135.00 net (repairs and renewals budget) upon receipt of an invoice made out to Stanwick Parish Council

h. Litter bins at the recreation ground

It was proposed and

RESOLVED

To authorise replacement of two oil drum litter bins at the recreation ground at £43 each plus installation costs. (repairs & renewals budget)

i. Annual subscription for *Canva Pro*

To facilitate the production of professional media content and newsletters etc it was proposed and

RESOLVED

That a subscription with Canva Pro be authorised at £100.00 per year.

j. Lease for the Parish Office for year commencing 1st January 2026

Councillors Kitchener took no part in this item. It was proposed and

RESOLVED

That the terms of the lease be accepted with the rent at £240.00 per month and that Councillors Taylor and Glanville-Hughes be authorised to sign the lease on behalf of the Council.

k. Christmas Tree Event (20 - 21st December 2025)

An approach from The Friends of Stanwick Church in conjunction with the PCC (Parochial Church Council) requesting sponsorship for their Christmas Tree Event (20 - 21st December 2025. It was proposed and

RESOLVED

That the Council would not provide sponsorship for this event as it had already approved a grant towards Christmas lights, a contribution towards floodlighting costs and had agreed to pay a repair bill for the floodlights. In addition, this expenditure had not been included in the budgetary process.

l. Fitness equipment

It was noted that the repair under warranty has been completed to the item of fitness equipment (25.101h refers)

m. Schedule of payments

It was proposed and

RESOLVED

That the schedule that forms Appendix B be approved for payment.

25.138 <u>PLANNING MATTERS</u>

a. Planning consultations**:**

25/01379/HFUL Demolish utility lean to. New infill ground floor rear extension with mono-pitch roof and skylights. Internal renovation to main house and garage. Make outbuilding habitable, with new roof profile and skylights. Outbuilding conversion to office and recreational space. Location 21 Needham Road

The initial appraisal sheet that forms Appendix C was noted. It was proposed and

RESOLVED

The Council does not object to this application providing the materials are sympathetic to the existing dwelling and there are no objections from neighbouring properties.

25/01450/HFUL Single storey rear extension 52 East Street

Councillors Glanville-Hughes and Johnson took no part in the debate and voting.

The initial appraisal sheet that forms Appendix D was noted. It was proposed and

RESOLVED

The Council does not object to this application providing the materials are sympathetic to the existing dwelling and there are no objections from neighbouring properties.

25/01486/HFUL Construction of vehicular access including hard standing. Location: 31 Dolben Avenue

The initial appraisal sheet that forms Appendix E was noted. It was proposed and

RESOLVED

The Parish Council supports this application subject to it complying to all regulatory requirements. The option to remove parked vehicles from on street parking is supported.

25/01536/HFUL Demolish garage, replace with single storey side and rear extension. Location: 15 St Laurence Way

The initial appraisal sheet that forms Appendix F was noted. It was proposed and

RESOLVED

The Council objects to this application as the proposal will remove the option for external access to the rear of the property. Householders should be able to maintain their property within their curtilage and rain water goods should not over hang another properties boundary. The proposal does not conform to East Northants Council Householder Extensions Supplementary Planning Document para 1.4.

25/01675/HFUL: Single storey rear extension, loft conversion, new roof. 26 Raunds Road

The initial appraisal sheet that forms Appendix G was noted. It was proposed and

RESOLVED

The Council does not object to this application providing the materials are sympathetic to the existing dwelling and there are no objections from neighbouring properties.

b. Planning decisions made by North Northamptonshire Council

Table to show Planning Consent granted:

Planning reference number	**Planning details and address of property that the application relates to**
NE/25/00765/FUL	New front porch. Enlarge first floor rear dormer at 5 Higham Road

Table to show Planning Consent refused:

Planning reference number	**Planning details and address of property that the application relates to**
NE/25/00542/PDU	Change of Use of Agricultural Building to 1 no. large dwellings (465sqm) and 4 no. small dwellings (each 100sqm), including operations to, convert the building. Hillstone Farm, Higham Road Prior approval is required and not granted

Planning appeal upheld:

Appeal Ref: APP/M2840/D/25/3368526 at 32 Raunds Road, Stanwick

25.139 <u>ASSERTION 10</u>

The requirements of Assertion 10 requirements as set out in Proper Practices were reviewed for compliance to ensure the Council can provide a positive response on the Accounts Governance and Accountability Return (AGAR) for the year ending March 2026. It was proposed and

RESOLVED

That Council did satisfy the requirements of Assertion 10 and whilst it notes that it is best practice for councillors to have an official email address, it is not a regulatory requirement and Councillors do not engage with members of the public via email. The Council will not, therefore, at this time authorise official email addresses, linked to the domain name, for councillors.

25.140 STANWICK NEIGHBOURHOOD PLAN

A briefing report together with an analysis of the policies were provided to all councillors as part of the agenda. The protections and constraints offered by a Neighbourhood Plan were discussed. It was agreed that the Clerk would undertake a review of other recently made plans to see if are examples of ways that the Stanwick Neighbourhood Plan could be amended to better represent the needs of the parish.

It was agreed that a consultation with residents would be a positive action. Potential new policies could include household extensions and green space, where appropriate policies do not already exist in higher level planning policies e.g. the local plan.

25.141 MEETING/TRAINING REPORTS FROM COUNCILLORS

It was noted that Councillors Johnson, Glanville-Hughes and Ashby had received their Foundation Stage training certificates.

Councillor Glanville-Hughes had attended her first meeting as the Climate and Nature Champion.

Councillor Banks reported that after attending the Climate and Sustainability training course, he had undertaken a mini audit of Stanwick and was pleased to report that a lot of action had been taken by the parish council to address the climate emergency.

25.142 MINUTES OF COMMITTEES

a. Minutes of the Events Committee Meetings

The Minutes were noted.

b. Minutes of the Staffing Committee Meetings

The Minutes were noted.

25.143 POLICIES

a. Business Resilience

It was proposed and

RESOLVED

That a password vault be set up to securely record IT password etc in case of emergency and to install a key box on wall of the office with a combination lock. A budget of £100.00 was approved for these actions.

That the Chairman would have the code to access the password vault and the key cabinet.

b. Business Continuity Plan

A draft Business Continuity Plan had been circulated to all councillors. It was proposed and

RESOLVED

That the Business Continuity Plan be adopted with immediate effect.

That Councillor Glanville-Hughes, who is not a bank signatory, be authorised to set up payments in an emergency situation.

That a budget of £200.00 be approved to purchase a fire proof storage option for the cemetery registers.

25.144 <u>COMMUNITY SAFETY</u>

a. Crime and Disorder duties

Councillors had been provided with a written briefing on parish council duties in relation to the prevention crime and disorder and the regulatory issues relating to CCTV (Minute 25.113 refers). It was agreed that the Parish Council would not pursue the option of on-street CCTV for Stanwick, especially because it would not be a system linked to the Police and would only be potentially useful after the fact. It was suggested that 'doorbell' footage would provide better quality images than CCTV in many cases.

The Council will monitor the level of local crime and disorder and re-examine the options as required.

b. CCTV Stakeholder questionnaire

It was noted that the Clerk has completed a CCTV Stakeholder questionnaire but much of the questionnaire did not apply to Stanwick as it is not included in the present police monitored system.

c. Current community safety issues

An incident report, reference 25000588771, had been made by Stanwick Pocket Park Group regarding vandalism at the site.

East Northants Neighbourhood Policing Team priorities (October 2025 to March 2026)
The new priorities for this period are:
· Drug Dealing/Misuse
· Road Safety and Road Traffic Offences
· ASB nuisance motorcycles

d. First Responders

Further to Minute 25.108 f it was noted that a CPR course had been arranged for Saturday 24th January 2026 10- 11:30 at Stanwick Village Hall. Stanwick Village Hall Trust had waived their hall hire charge. The session was being offered as free to residents. Publicity was launched on 14th November 2025.

e. 'Youth engagement plan' for Stanwick & Raunds

It was noted that the project was being led by K Sullivan of the Local Area Partnership (Public Health) to assess how the health and wellbeing of children and young people is supported within the communities of Raunds & Stanwick.

A joint meeting, with the Clerk, representatives of Raunds Town Council and K Sullivan, had been held 13th November to fine tune the draft questionnaire. The questionnaire will be in a digital format only and managed via NNC's Citizen Space. There would not be any direct involvement or costs for the Parish Council. A report on the outcomes of the survey will be shared with the Parish Council and Stanwick Village Hall Trust.

The objectives of the project are:

1. Identify community resources (assets) and services which support the health & wellbeing of children & young people in Stanwick & Raunds.
2. Identify how to make existing assets and services accessible to children and young people.
3. Identify any additional assets & services which are needed.

f. Immediate Justice

A written briefing on Immediate Justice from the Office of the Police Fire & Crime Commissioner had been circulated to all councillors. Projects that could utilise the scheme were not readily identifiable.

25.145 <u>GROUNDS MAINTENANCE</u>

a. Grounds maintenance contract log

The details were noted.

b. Update on the Butterfly Bank at the recreation ground

It was noted that the Clerk has a meeting scheduled with Stanwick Primary School on 27th November to discuss option for them to take this on as a project.

c. Councillor walkabout 1 actions

The clerk reported on progress against the identified actions.

d. Councillor walkabout 2 actions

The clerk reported on progress against the identified actions.

e. Tree bank on Cleburne Close

Further to Minute 25.114 g it was noted that the fallen branch had been removed by Mr Mission. It was noted that the Clerk together with Councillors Ashby and Taylor had met with a tree surgeon on 10th October 2025 to discuss the condition of the trees in the tree belt. It was noted that there were no obvious issues requiring works and the location of the tree belt could be classified as low risk. He advised that the tree belt provided a good wildlife habitat together

with screening for nearby properties. He also advised that there was little value in trying to remove the ivy as the roots would be embedded throughout the area and it would be virtually impossible to remove it all.

f. Norwegian Maple

Further to Minute 25.114 h it was noted that the Clerk together with Councillors Ashby and Taylor had met with the resident to view the tree. The resident had provided video footage of the tree during windy conditions that had been circulated to all councillors prior to the meeting. It was proposed and

RESOLVED

The Council would not take any action at this time and would monitor the situation.

g. Independent Play Area Inspection report

It was noted that the independent inspection at the recreation ground had been completed by the Play Inspection Company on 23rd September 2025. There are less findings on this report than the report for 2024, which is positive.

A replacement sign for the play area has already been installed. In addition, Greyhound Leisure instructed to replace bearing on Nexus and the basket bushes that are worn or missing on the 2 bay swing. Turney Landscapes have been instructed to cut back of the vegetation growing through the fence into the play area.

It was noted that the report identified issues with ground compaction and the mats and the Council was of the opinion that this was to be expected at such a location.

h. s136 Agreement for cutting the grass verges for 2026-2027

It was noted that the Clerk had signed, on behalf of the Council, the s136 Urban Grass Mowing Agreement for cutting the grass verges for 2026-2027. The Parish Council would be paid the sum of £942.08 by Northants Highways in November 2026 towards the cost of the work. This agreement permits the Parish Council contractors to undertake the work.

i. Yew trees and box hedge at St Laurence Church yard

Further to Minute 25.114 b and d, it was noted that the incumbent of St Laurence Church had contacted the Diocese regarding the intended works and the Diocese insisted their permission was required.

Councillors were very disappointed with the obstructive attitude of the Diocese.

25.146 <u>HIGHWAYS MATTERS</u>

a. Matters arising

The accident on 7th November, that necessitated the closure of the A45 from Chowns Mill to Thrapston had been raised with ward councillors. In turn, this was raised in the National Highways meeting as well as the crossing from Stanwick to Stanwick Lakes on 14th November.

NNC highways are putting together a briefing following that meeting to send to National Highways for them to investigate and make comment on. There had been significant impact on Stanwick due to traffic not following the official diversion and consequently using Stanwick Road, Higham Ferrers and the B663 that was closed at Raunds.

It was noted that the Clerk had been called by Sam Green at National Highways to discuss the specifics of the diversion arrangements.

It was noted that the Clerk receives complaints about the maintenance of A45 roundabout area. This is National Highways matter.

It was reported that Northants Highways had determined that the installation of directional road markings on the roundabout approach at the junction of West Street and the A45, is not recommended. This proposal had been suggested internally at Northants Highways following a number of accident and near miss reports.

The current layout is deemed sufficient for safe and efficient operation, and this with both engineering judgment and cost-effective asset management. Northants Highways will continue monitoring traffic behaviour and incident reports. It will reassess marking needs if traffic volume increases and maintain existing signage and surface condition to ensure ongoing clarity.

b. Bollards at the junction of Church Street and High Street

It was noted that Northants Highways has agreed to install bollards at the junction of Church Street and High Street at their cost. The Parish Council had first requested these in 2021. It was agreed by Councillors via email that this scheme should be accepted. Parking and safety at this junction would be assessed after these bollards have been installed to determine whether the Parish Council would consider any further action.

It was suggested that the existing flower planter troughs be moved to centre of the bund to deter parking or a seating arrangement could be introduced.

c. 20mph zones

A brief outline of the background to the new 20 mph zone in Chelveston was considered. The limitations of the Police enforcing a 20mph zone in Stanwick was discussed, together with the natural effects of on-street parking slowing vehicle movements. It was agreed that the Parish Council would not pursue the introduction of 20mph zones at this time.

d. Arris Lane

A report on the issues relating to ownership and condition of Arris Lane was sent to all Councillors with the agenda. It was agreed from the information provided by the Crown Estates Solicitor that the Treasury Solicitors are unlikely to agree to any level of involvement with the lane. It was noted that emails had been exchanged with a case worker for Mr Barron MP. The key facts are:

1. The Crown Estate Solicitors have said it is not their responsibility and referred the Clerk to HM Treasury Solicitors

2. HM Treasury Guidance clearly states that they will not manage or insure any piece of land that is unowned and falls within their remit. They will not consider any action unless its financially worth their while.
3. The Council's Insurers have confirmed in writing that as the Council does not own the lane, it has no liability for any accident or damage that occurs on the land. As soon as the council becomes involved any form of maintenance, it will become liable.
4. The Clerk and Cllr Mark Taylor have met with a representative of NN Aspire to discuss the situation. To seek the substantial grant funding to bring the lane up to standard and take on the lane legally, the council is likely to have to spend in the region of £10,000 on a feasibility study and other preparatory work. The Council would need to engage with the householders on Raunds Road that currently use the lane and will have to agree to enter an easement for this to continue. The Council would also have to consider how it would stop the lane being for criminal purposes/drug dealing etc.

After consideration of all the available facts it was agreed that the Council did not have available funds to instigate a feasibility study at the current time. Stanwick Bowls Club would be informed of this situation.

The additional information promised by NN Aspire was to be followed up.

25.147 <u>ALLOTMENTS</u>

a. Minutes of the Community Garden Committee Meeting

The Minutes were noted together with the Chairman and Treasurer giving notice to resign at the next AGM. The potential implications of the committee being unable to continue was discussed.

b. Halloween event

It was noted that a Halloween event did not occur as there was insufficient interest. Events on site would be a positive development for the Community Garden.

25.148 <u>UPCOMING GROUP AGMS</u>

None. Cllr Kitchener had attended Stanwick Bowls Club AGM on 7th November 2025.

25.149 <u>CHRISTMAS FAYRE 2025</u>

The arrangements for the running of the Fayre was discussed together with the extra public safety measures for the light switch on.

25.150 <u>LIST OF CORRESPONDENCE</u>

The list that forms Appendix H was noted. No further action was required.

25.151 <u>NEXT SCHEDULED MEETINGS</u>

18th December 2025 Council meeting (19.15)
15th January 2026 Council meeting (19.15)

19th March 2026 Council meeting (19.15)
16th April 2026 Annual Parish Meeting (19.00 to 21.00)
21st May 2026 Annual Council Meeting (19.15)

Meeting closed 9.43pm

Chairman

Appendix A

Budget 2026-2027

	Cost heading breakdown	Overall budget
Administration		**£48,495.00**
Staff costs	38000	
Office hire	2910	
IT	500	
Bank charges	100	
Professional fees	975	
Stationery, Misc items etc	125	
Printer	600	
Phone/broadband	675	
Legal fees	50	
Street lights testing (2023)	0	
Training Councillors	1120	
Training Clerk	500	
Insurance	1190	
Subscriptions	1350	
Room hire - meetings	400	
Elections	0	
Grounds Maintenance		**£26,350.00**
Contract works	20900.00	
Extra GM works	2000.00	
Bin emptying	350.00	
Tree Works General	1000.00	
Tree works Mallows Grange	0.00	
Work to Yew trees in ch yard	500.00	
Tree survey	1600.00	
Repairs & renewals		**£5,000.00**
General	1500	
Church grounds minor works	1000	
Street lights	500	
Recreation ground repairs	2000	
Miscellaneous costs		**£3,040.00**
Grants, donations, events	40	
Grants, donations	1800	
Bowls Grant	200	
Xmas lights Ins	200	
Other/misc items	150	
Christmas fayre	150	
Church flood lights	500	
Section 137	0	
Public Works Loan Board		**£4,073.08**
Projects		**£0.00**
Allotments & Parish Fields		**£0.00**
Utilities		**£480.00**
Street light power	420.00	
Water rates	60.00	
Cemetery rates	0.00	
Addition to reserves		**£5,529.92**
Green fund	500	
Play area major repairs	500	
Major church repairs Fund	2000	
Office equipment	100	
Cemetery Future works	500	
General Reserve	1529.92	
Total budget		**£92,968.00**

Appendix B

Schedule of Payments presented for authorisation at the meeting.

Table 1: Schedule of cheques presented for authorisation at the meeting

Cheque no	Payee and reason	Amount
None	None	None

Table 2a : Schedule of electronic payments made between meetings

Payee and reason. Financial regulation 7.7 Payment set up by the Service Admin (Clerk)	Authorised by	Amount
None		

Table 2b : Schedule of electronic payments presented for authorisation at the meeting

Payee and reason Payment set up by the Service Admin (Clerk)	Amount	Authorised by
Stanwick Bowls Club - annual grant	£200.00	JA MT
NCALC Training GB & BJ (Neighbourhood Planning) SGH (Finance for councillors)	£114.00	JA MT
Ady Pendred – new sign for play area at the recreation ground	£144.00	JA MT
Church Central Fund (flood light contribution x 8 months)	£264.22	JA MT
Stanwick Village Hall (room hire & Christmas Fayre hall hire)	£136.25	JA MT
NCALC Training JH (Time Management) JH How to engage effectively with young people; GB (Sustainability & Climate Change) JA (Code of Conduct in practice)	£199.20	JA MT
J Hodgson Stationery, postage, Xmas fayre sundries	£89.29	JA MT
Mr D Holben – branch removal at Cumberland Ave	£120.00	JA MT
Turney Landscapes Oct ground maintenance	£2561.71	JA MT
A Bignell Xmas lights for church yard Min 25.137 f refers	£188.87	JA MT

The above payments were approved at meeting 20/11/25 _____Chairman

Table 3: Payments made on the corporate debit card (Clerk only) Financial Regulation 9

Date	Payee and reason	Amount
None	None	None

Table 4: For information (Financial Regulation 6.8 & 7.9) automated payments

	Method	Payee and reason	Amount
25.10.25	DDM	Flotek (Phone & Broadband)	£63.60
30.10.25	DDM	Agilico	£8.35
31.10.25		Unity Trust Bank monthly charge	£6.00
03.11.25	STD	Stanwick Village Hall Trust – office rent	£240.00
09.11.25	STD	Northamptonshire Pension Fund	£632.94
09.11.25	DDM	Yu Energy Oct 2025 street lights	£31.94
15.11.25	DDM	Wave – water rates	£5.00
19.11.25	DDM	Information Commissioners Office (annual fee)	£47.00

Table 5: Money received since the last meeting:

Date	Where the money was received from	Amount
23.10.25	M Foster (A42)	£290.00
28.10.25	Blenkharn cr slip #43 grave 615	£105.00
31.10.25	Interest NW	£34.47
06.11.25	HMRC VAT Refund	£628.05
10.11.25	NNC Finance – payment towards cutting county verge	£602.22

Note: *The General Power of Competence adopted 15th May 2025*

Appendix C

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	25/01379/HFUL
Proposal	Demolish utility lean to. New infill ground floor rear extension with mono-pitch roof and skylights. Internal renovation to main house and garage. Make outbuilding habitable, with new roof profile and skylights. Outbuilding conversion to office and recreational space
Site address	21 Needham Road

If relevant	
Planning Policy references	The East Northamptonshire Council Household Extensions Supplementary Planning Policy adopted June 2020 recommends: [1.9] "Those designing extensions are recommended to take account of climate change with the aim that mitigation measures are included in the works. These could involve rain water harvesting and measures to address the situation where currently porous surfaces (natural ground conditions) are replaced with impermeable surfaces and/or structures in order to minimize surface water flooding."
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	Does not apply to house modifications
Conformity to "Supplementary Planning Policy for Sustainability and Mitigating the Effects of Climate Change" of Stanwick Parish Council. Available on our website to download and view.	**6.8 Planning applications for existing dwellings** 6.9 The Parish Council recognises that it can be more problematic to incorporate renewable energy technologies to existing dwellings but would welcome proposals to include these. 6.10 The Parish Council would encourage proposals that include rain water harvesting, either for use of grey water within the dwelling or for use in the garden. 6.11 The Parish Council would discourage extensive hard landscaping that creates impermeable surfacing that may contribute to surface water flooding and would encourage surfacing with more permeable qualities instead. 6.12 Where trees and mature large shrubs are removed as part of the development plans, the Parish Council would expect to

	see replacement trees of native species planted within the curtilage of the dwelling to offset this loss.
Distance to SSSI/RAMSAR	Within 2km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Appendix D

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	**25/01450/HFUL**
Proposal	Single storey rear extension
Site address	52 East Street

If relevant	
Planning Policy references	The East Northamptonshire Council Household Extensions Supplementary Planning Policy adopted June 2020 recommends: [1.9] "Those designing extensions are recommended to take account of climate change with the aim that mitigation measures are included in the works. These could involve rain water harvesting and measures to address the situation where currently porous surfaces (natural ground conditions) are replaced with impermeable surfaces and/or structures in order to minimize surface water flooding."
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	Does not apply to house modifications
Conformity to "Supplementary Planning Policy for Sustainability and Mitigating the Effects of Climate Change" of Stanwick Parish Council. Available on our website to download and view.	**6.8 Planning applications for existing dwellings** 6.9 The Parish Council recognises that it can be more problematic to incorporate renewable energy technologies to existing dwellings but would welcome proposals to include these. 6.10 The Parish Council would encourage proposals that include rain water harvesting, either for use of grey water within the dwelling or for use in the garden. 6.11 The Parish Council would discourage extensive hard landscaping that creates impermeable surfacing that may contribute to surface water flooding and would encourage surfacing with more permeable qualities instead. 6.12 Where trees and mature large shrubs are removed as part of the development plans, the Parish Council would expect to see replacement trees of native species planted within the curtilage of the dwelling to offset this loss.

Distance to SSSI/RAMSAR	Within 2km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Appendix E

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	**25/01486/HFUL**
Proposal	Construction of vehicular access including hard standing
Site address	31 Dolben Avenue

If relevant	
Planning Policy references	The East Northamptonshire Council Household Extensions Supplementary Planning Policy adopted June 2020 recommends: [1.9] "Those designing extensions are recommended to take account of climate change with the aim that mitigation measures are included in the works. These could involve rain water harvesting and measures to address the situation where currently porous surfaces (natural ground conditions) are replaced with impermeable surfaces and/or structures in order to minimize surface water flooding."
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	Does not apply to house modifications
Conformity to "Supplementary Planning Policy for Sustainability and Mitigating the Effects of Climate Change" of Stanwick Parish Council. Available on our website to download and view.	**6.8 Planning applications for existing dwellings** 6.11 The Parish Council would discourage extensive hard landscaping that creates impermeable surfacing that may contribute to surface water flooding and would encourage surfacing with more permeable qualities instead. 6.12 Where trees and mature large shrubs are removed as part of the development plans, the Parish Council would expect to see replacement trees of native species planted within the curtilage of the dwelling to offset this loss.
Distance to SSSI/RAMSAR	Within 2km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Appendix F

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	25/01536/HFUL
Proposal	Demolish garage, replace with single storey side and rear extension
Site address	15 St Laurence Way

Date of SPC meeting:

If relevant	
Planning Policy references	The East Northamptonshire Council Household Extensions Supplementary Planning Policy adopted June 2020 recommends: [1.9] "Those designing extensions are recommended to take account of climate change with the aim that mitigation measures are included in the works. These could involve rain water harvesting and measures to address the situation where currently porous surfaces (natural ground conditions) are replaced with impermeable surfaces and/or structures in order to minimize surface water flooding."
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	Does not apply to house modifications
Conformity to "Supplementary Planning Policy for Sustainability and Mitigating the Effects of Climate Change" of Stanwick Parish Council. Available on our website to download and view.	**6.8 Planning applications for existing dwellings** 6.11 The Parish Council would discourage extensive hard landscaping that creates impermeable surfacing that may contribute to surface water flooding and would encourage surfacing with more permeable qualities instead. 6.12 Where trees and mature large shrubs are removed as part of the development plans, the Parish Council would expect to see replacement trees of native species planted within the curtilage of the dwelling to offset this loss.
Distance to SSSI/RAMSAR	Within 2km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Notes, the proposed extension would remove the ability to move from the front to the rear if the property externally.

Rain water goods should not overhang another property.

Should be able to maintain property from within own curtilage

Appendix G

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	25/01675/HFUL
Proposal	Planning Permission: Single storey rear extension, loft conversion, new roof.
Site address	26 Raunds Road

If relevant	
Planning Policy references	The East Northamptonshire Council Household Extensions Supplementary Planning Policy adopted June 2020 recommends: [1.9] "Those designing extensions are recommended to take account of climate change with the aim that mitigation measures are included in the works. These could involve rain water harvesting and measures to address the situation where currently porous surfaces (natural ground conditions) are replaced with impermeable surfaces and/or structures in order to minimize surface water flooding."
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	N/A
Conformity to "Supplementary Planning Policy for Sustainability and Mitigating the Effects of Climate Change" of Stanwick Parish Council. Available on our website to download and view.	**6.8 Planning applications for existing dwellings** 6.11 The Parish Council would discourage extensive hard landscaping that creates impermeable surfacing that may contribute to surface water flooding and would encourage surfacing with more permeable qualities instead. 6.12 Where trees and mature large shrubs are removed as part of the development plans, the Parish Council would expect to see replacement trees of native species planted within the curtilage of the dwelling to offset this loss.
Distance to SSSI/RAMSAR	Within 2 km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Appendix H

List of correspondence 12th September 2025 to 13th November 2025

This list is comprised of generic or informational emails sent by other organisations and Councils rather than listing correspondence with members of the public. A separate list of correspondence with members of the public or correspondence on specific matters with other bodies is not maintained.

Received via email unless otherwise stated.

	Title	C'llor	Web site	F'bk
1	NCALC Friday mini eUpdate – 12/09/25	X		
2	Upcoming talk from University of Northampton's Professor Declan Ryan on Greenspaces	X		
3	Great Collaboration banter session	X		
4	From Guesswork to Game Plan: Free Online Planning Training for Parishes	X		
5	Have your say on Queensway, Wellingboro' CCTV and alley gates renewal			
6	CPRE Have your say for our countryside			
7	Mayor of Irthlingboro's Nature Trail 11.10.25			
8	NCALC Friday mini eUpdate – 19/09/25	X		
9	NCALC Tuesday Training Treat	X		
10	NNC Our priorities for the future - please have your say	X		
11	NNC Have your say on Healthy Lifestyles and Healthy Ageing			
12	FW: Submit questions to Police, Fire and Crime Commissioner and Chief Constable ahead of online public meeting	X		
13	Check out this month's Clear Councils newsletter (Fireworks)			
14	NACRE Village Viewpoint	X		
15	OSS September updates: Celebrating our anniversary together | Introducing our new watchdog in Essex	X		
16	CPRE Let your love of the countryside live on	X		
17	Invitation to Mayor of Higham Ferrers Indian Dinner			
18	OSS Opan Space Magazine Autumn 2025 isue *sic*	X		
19	Northants CALC eUpdate - Sep/Oct 2025	X		
20	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
21	National Allotments: October Newsletter	X		
22	NNC New Hackney Carriage Byelaws			
23	Northants CALC Training Newsletter - Tuesday's Training Treat (online banking)_			
24	NCALC Friday mini eUpdate - 10/10/25	X		
25	NNC Local Link newsletter #6	X	X	
26	Police, Fire and Crime Commissioner Newsletter - October 2025	X	X	
27	NNC Members Planning Training (Highways liaison)	X		
28	NCALC Tuesday training treat	X		
29	NCALC Parish Introduction to the North Northamptonshire BIG50 Vision	X		
30	Rushden TC Advance Notice – Mayor's Charity Italian Night – 17th November			
31	CPRE The government's rhetoric on planning and nature is heading the wrong way	X		
32	Notification of upcoming work - A14 Kelmarsh	X		

	Title	C'llor	Web site	F'bk
33	NNC Two consultations: High Street Rental Auction and Corby Station, Oakley Road CCTV			
33	NNC Invite to briefing session Highways	X		
34	HMRC Employer Bulletin: important information for employers			
35	North Northamptonshire Council - Public Health Surveys			
36	CPRE Your latest update on our countryside	X		
37	Join Commissioner and Chief in online public meeting tomorrow	X		
38	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
39	NCALC Friday mini eUpdate - 24/10/25	X		
40	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
41	NCALC Friday mini eUpdate - 31/10/25	X		
42	Northants ACRE October update	X		
43	Calculate your carbon footprint for free	X		
44	11-01-2026 January 2026 Walk (Cranford/Twywell)			
45	Beautiful Birds of the SPA Photography Exhibition	X		
46	Winter Walk 28 December 2025			
47	Mayor's Charity Italian Night - An Evening of Authentic Italian Food - Monday 17th November 2025			
48	Free Mature Drivers Event – 19 November 2025 - Brackley			X
49	NNC Local Link Newsletter 7	X	X	
50	CPRE Northamptonshire's Outlook magazine, autumn 2025 edition	X		
51	October updates: Campaigning successes | Updates from our local correspondents	X		
52	Clear Councils (Insurance) news letter			
53	The Mayor of Corby's Christmas Dinner 2025			
54	NASLG Newsletter November			
55	A14 Grand Union Canal surveys			
56	NCALC Friday mini eUpdate - 07/11/25	X		

End