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:	15th January 2026	
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	K Harrison
	Members of the Public	0

25.173 APOLOGIES FOR ABSENCE

Apologies were received from NNC Councillor Wright and Councillor Howell.

25.174 MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 18th December 2025 be approved as a correct record and signed by the Chairman.

25.175 DECLARATION OF INTEREST

There were no declarations made.

25.176 PUBLIC SPEAKING TIME

There were no members of the public present.

25.177 REPORT FROM NORTH NORTHAMPTONSHIRE COUNCILLORS

Councillor Harrison introduced himself and explained why he has not previously been able to attend Stanwick Parish Council meetings. He explained his role and projects with North

Northants Council. He said the majority of complaints he receives as ward councillor relate to bins, waste, traffic and parking.

25.178 FINANCIAL MATTERS

a. Internal Control
i. Receive and approve the financial report

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.

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

It was noted that the level of protection provided by the Financial Services Compensation Scheme had increased on 1st December 2025 to £120,000.00 per individual bank licence.

It was noted that Cllr Glanville-Hughes had been added to Unity Trust Bank in the capacity of Service Admin as part of the Business Continuity Plan as a back to the Clerk. (Minute 25.143b refers).

ii. Report in relation to VAT

It was noted that VAT claims for November and December, £554.94 and £531.73 respectively, have been received.

iii. Report in relation to PAYE

Everything is up to date with the third quarter payment being issued to HMRC on 6th January 2026.

iv. Grants received or given

None

v. Asset Register

It was proposed and

RESOLVED

That the Asset Register be updated to include the Tree guards at the cemetery and two Speed Indication Devices (SID). The Westcotec SID is to be removed from the register and disposed of.

v. Incident reports

There have been no reports of accidents on Council owned land since the last meeting.

b. Report from the Internal Control Councillor

It was reported that the Internal Control review was carried out on the 14th January and there were no matters of concern.

c. Schedule of payments

It was proposed and

RESOLVED

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

d. Business Saving Account to maximise interest earnings and relevant specific details

It was proposed and

RESOLVED

To open a Business Saving Account with Redwood Bank to maximise interest earnings and the Clerk was directed to make the arrangements.

e. Routine cleaning of the bus shelters

It was proposed and

RESOLVED

The four bus shelters should be cleaned in March and September at a cost of £40.00 per shelter. Additional cleaning will be instructed if required.

25.179 PLANNING MATTERS

a. Planning consultations**:**

25/02117/HFUL Partially demolish single storey extension, construct two storey and single storey rear extensions, insert rooflights to eastern roof planes. 3 Chelveston Road

The initial appraisal sheet that forms Appendix B 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/25/00750/FUL	Regularisation of Units A, B, 18 and 18a (A and B) as being within Class E use (retrospective) Blands Yard, Church Street
NE/25/00634/TPO	T1; Lime - 20%/4- 5m reduction. Replace historic brace with 8 tonne system at 33 Hill House Gardens

Table to show Planning Consent refused:

Planning reference number	**Planning details and address of property that the application relates to**
NE/25/00368/FUL	Demolish utility room. Single storey side extension. Single/two storey rear extension. External and internal alterations. Replacement roof. At Midlothian Spencer Parade

25.180 <u>MEETING/TRAINING REPORTS FROM COUNCILLORS</u>

It was noted that Councillor Banks had received his Foundation level certification.

Councillor Glanville-Hughes has attended the 'Bio-diversity Crisis' webinar and will put forward a list of suggested actions the Parish Council could consider taking.

25.181 <u>COMMUNITY GOVERNANCE REVIEW</u>

Further to Minute 25.164 it was noted that a submission had been made requesting that the number of council seats be increased to nine. An email had been sent to the three ward councillors requesting their support.

An email from North Northants Council dated 15/01/2026 providing an update on the process had been forwarded to all councillors.

25.182 <u>DOCUMENT STORAGE</u>

It was noted that in line with the Document Storage Policy and Business Continuity Policy, signed minutes for the years 2016-2017 to 2023-2024 inclusive had been deposited at the County Archive Office in Northampton on 17th December 2025, together with

- 'Stanwick Celebrates', an A3 hardback book with a pictorial record of Queen Elizabeth's Platinum Jubilee celebrations
- 1 copy of the Commemorative Stanwick Celebrates booklet
- 1 copy of Remembrance 1918 to 2018, marking the 100th anniversary of the end of World War 1
- 1 copy of Stanwick Village Plan 2007
- 1 copy of Stanwick Parish Plan 2013-2018

25.183 SIGN FOR THE PARISH COUNCIL

It was proposed that a permanent sign be manufactured and fixed to the side of the village hall providing details of the Parish Council. It was agreed that an approach to the Village Hall Trust should be made to determine if this would be possible and acceptable specifications.

25.184 NEW BENCH ON CHURCH STREET

It was agreed that a methodology statement be put together for the creation of a plinth to place the bench on. The bolts should be welded.

25.185 NEIGHBOURHOOD PLAN REVIEW PROCESS

Further to Minute 25.140 (November 2025) it was agreed that there should be a dedicated meeting on 19th February for an in depth discussion on the topic.

25.186 YOUTH ENGAGEMENT PROJECT

Further to Minute 25.144 e (Nov 2025), the consultation 'Supporting Children's Health' Survey has gone live and closes on 3th February. The following schools and pre-schools have agreed to promote our survey in their parent newsletters: Stanwick Primary School, Windmill Primary School, Stanwick Pre-School and Raunds Play group. Other settings are expected to take part.

Outreach work is planned, as part of this project, for the outdoor areas where young people tend to gather in Raunds and Stanwick

K Sullivan, the Stronger Communities Officer for our area is putting together a Community Profile for Stanwick that will be available once complete. This will be a useful document to inform decision making from a health and wellbeing perspective.

25.187 POLICIES

a. Annual Review of Recruitment Policy

It was agreed there are no amendments required.

25.188 RISK ASSESSMENTS

a. Annual risk assessment schedule

The annual risk assessment schedule, noting amendments made to risk assessments etc that forms Appendix C was received.

b. Amendments to the Risk Assessments Documents

It was proposed and

RESOLVED

That the identified amendments in the annual risk assessment schedule be approved and authorised with immediate effect.

c. Omissions with regard to Risk Assessments

The Council did not identify any omissions from the Risk Assessment Schedule.

25.189 CEMETERY

It was noted that contact has been made with the land owner regarding a potential extension of the cemetery and an informal meeting with the landowner would be set up to discuss the proposal further.

25.190 COMMUNITY SAFETY

a. Current community safety issues

KW had advised that she was resigning as Neighbourhood Watch Co-ordinator.

There was a report of persons unknown kicking front doors. It was agreed that residents affected should be advised to make a Police report using the non-emergency number or the Police website.

b. Dog fouling at the recreation ground

It was noted that there is a significant issue with dog fouling at the recreation ground. This was affecting usage of the grounds.

It was agreed that there should be publicity and information made available on how to report people who do not clear up after their dog.

c. Report of dogs not under control

It was noted that there has been a report of dogs not under control at the recreation ground made directly clerk.

d. New Speed Indication Devices

It was noted that the two now SID had been received and arrangements were made to install one sign on Chelveston Road.

25.191 GROUNDS MAINTENANCE

a. Matters arising

No matters were raised.

b. New contract year costs

The contract costs for the season starting 1st March 2026 were reviewed. It was proposed and

RESOLVED

That the contract costs be accepted as they were within £100.00 of the budget set.

It was noted that this would be the third year of the contract and under the terms of the contract, the Council will need to decide whether it will execute the option to extend the contract or tender for a new contract.

c. Church yard and ground works

Further to Minute 25.165, it was noted that there had not been any progress in this matter.

d. Conifer cuttings on Raunds Road

It was noted a resident had employed a contractor to undertake work on conifers on their property and some of resulting cuttings had been left on the flower bed on Raunds Road. This work had occurred prior to Christmas and the cuttings are causing damage to the plants and shrubs below. It was proposed and

RESOLVED

That a letter be sent to the resident requesting that conifer be cuttings be removed within 7 days and the Council reserves the right to charge the cost of clearance to the resident if they fail to do so.

25.192 <u>HIGHWAYS MATTERS</u>

a. Matters arising

An email had been received advising that Mr Barron MP's current view is that the issues with the A45 are having an unacceptable impact on towns and villages including Stanwick. There will be a meeting on 9th February involving Mr Barron and National Highways. This meeting is a starting point to discuss what might be the options. It is anticipated a follow up meeting would be with North Northamptonshire Council and town/parish councils including Stanwick.

b. Traffic calming Raunds Road

It was reported that with regard to the traffic calming measures that form part of the planning consent for Darcie Park, Raunds, Taylor Wimpey have a contractor has been appointed and are looking to obtain road space booking, with a view to start in the Spring.

This should include a raised roundabout and installation of the speed indication device at Wetenhall Road and traffic lights at the Red Lion roundabout, Raunds.

c. Traffic on Spencer Parade

It was noted that the Parish Council had been copied into correspondence from a resident to Mr L Barron MP. This had also been sent to our NNC ward councillors. The resident wished "to raise serious and ongoing concerns about the state of traffic and road safety in our village - specifically the conditions on Spencer Parade and West Street" and stated that "vehicles regularly travel at excessive speeds, throttling down the road with little regard for pedestrians

(many of them children, or mothers pushing prams), parked cars or visibility. Impatience is rife -drivers frequently mount pedestrian pavements to force their way through narrow gaps, placing residents and children at direct risk."

Issues relating to traffic on Spencer Parade are long standing and on-going.

It is raised at every public consultation the Parish Council has done, including the Parish Plans and Neighbourhood Plan. People have asked for a 'by-pass' for Stanwick, suggested a one-way system involving Villa Lane, creating car parking for residents of Spencer Parade on the Parklands green area by taking the wall back and creating 2 clear lane (this would lead to speeding issues)

There are regular one-off complaints from residents. This view was also expressed at Safer in Stanwick and aligns with a complaint from a different resident in 2025.

Single-lane, alternating traffic lights are signals used in the UK where only one direction of traffic can pass at a time.

The lights default to red. When a vehicle is detected approaching one set of lights, if no vehicle is approaching the set at the other end, then the set which detected the vehicle turns green, so no undue delay if the road is clear. If vehicles are detected simultaneously then priority is given to one direction.

It is expected that the traffic lights to be placed where the road is wide enough for two lanes of passing traffic, for example, by the village hall and near Green Lane. This is where vehicles tend to wait already.

The benefits of single lane alternating traffic lights include preventing long tailbacks, preventing drivers entering from both ends, prevents gridlock in peak hours, removes the need for vehicles to mount the kerb to get by and keep traffic moving safely, prevent head-on collisions and altercations, and keeps traffic speeds down as drivers do not 'race' to get through before another vehicle approaches.

It was proposed and

RESOLVED

That a public consultation be undertaken to assess the level of support for single-lane, alternating traffic lights on Spencer Parade.

That the Council submits a proposal to the 'Local Transport Plan Grant Submission' for single-lane, alternating traffic lights on Spencer Parade to address the problems experienced at that location. There is precedent of the installation of these lights in Northamptonshire.

d. East Northants Area Parking Review

Further to Minute 25.170 it was noted that the following comments had been submitted to North Northants Council:

Proposed 'no waiting at any time' at Samuels Close/Spencer Parade/West Street as shown on the map. Fully supported.

Proposed ‘no waiting at any time’ at High Street at shown on the map. Fully supported.

Proposed ‘no waiting at any time’ on Church Street at the frontage of St Laurence Church supported BUT with the removal of ‘no waiting at any time’ of an equivalent length on Church Street outside the Duke of Wellington, where the road is wider, to preserve the same quantity of on-street parking availability on Church Street. This has previously been discussed with S Barnwell who felt it would be a reasonable option.

e. Local Transport Grant Proposal Submission

Further to Minute 25.159 it was reported that a proposal for a Puffin crossing on Raunds Road and West Street had been submitted together with the suggestion of a cycling parking hub on the Spencer Parade bund with the preferred option of black ‘Sheffield Stands’ to be in keeping with the historic centre of the village, as we have black ‘heritage’ lamp columns around the church.

The ward councillors have been asked to support this request.

A question was raised as to whether Parking Enforcement checked to see if Disabled Parking Badges were being appropriately used.

f. A605 working group

Oundle Town Council, in collaboration with neighbouring Parish Councils, has formed a working group to address the urgent concerns about increasing traffic volume and speed on the A605. This escalation, driven by significant new warehousing and residential developments at both ends of the route, poses serious safety risks to residents and road users.

The working group is requesting that the relevant Highways Departments consider undertaking a comprehensive capacity and safety study to identify the most effective long-term solutions for managing the increased traffic volume, reducing noise and pollution on the villages, and improving safety along the entire corridor.

An email update including considering the Minutes and draft letter was considered. Councillor Johnson attends these meetings. It was proposed and

RESOLVED

That Stanwick Parish Council should be party to the letter to be issued.

25.193 <u>ALLOTMENTS</u>

a. Shipping container at the car park

A request from Stanwick Race Group to place a shipping container at the car park to the store Christmas decoration had been received. It was proposed and

RESOLVED

That the Council agrees to a shipping container for the storage of Christmas decorations being placed at Parish Fields and preferred location for the container is to the left of the existing containers rather than in the car park as this will minimise the nuisance to properties opposite.

The Council will arrange for the shrubs to be cleared utilising the grants budget.

The terms of the consent and ground rent will match those of the existing containers agreements.

25.194 GROUP AGMs

Community Garden 11th February – to be attended by Cllr Johnson
Village Hall Trust 10th March - to be attended by Cllr Taylor
Pocket Park Group 22nd April - to be attended by Cllr Glanville-Hughes

25.195 LIST OF CORRESPONDENCE RECEIVED

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

25.196 NEXT SCHEDULED MEETINGS

Councillor Banks and Konstantinidis gave their apologies for the meeting on 19th February.

19th February 2025 Council meeting
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)

Other dates of note:
11th February 2026 Community Garden Committee AGM at 7.15pm location TBA
29th November 2026 Stanwick Christmas Community Fayre Sunday

Meeting closed: 8.55pm

Chairman

Appendix A

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 Village Hall - meeting room Jan 2026	£22.00	JA MT
Society Of Local Council Clerks – annual subscription	£253.00	JA MT
Pear Technology – annual technical support	£114.00	JA MT
Northants CALC - GB training	£42.00	JA MT
J Hodgson – Canva subscription; travel	£112.80	JA MT
Mr Mission - installation of Villa Lane bench	£120.00	JA MT
Transfer from Deposit Acct to Current Acct for cash flow (UTB)	£10,000	JA MT

The above payments were approved at meeting 15/01/26 _____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
25.12.25	DDM	Flotek (Phone & Broadband)	£63.60
30.12.25		Unity Trust Bank monthly charge	£6.00
03.01.26	STD	Stanwick Village Hall Trust – office rent	£240.00
09.01.26	STD	Northamptonshire Pension Fund	£632.94
09.01.26	DDM	Yu Energy Dec 2025 street lights	£37.39
13.01.26	DDM	Public Works Loan Board – half yearly payment	2092.76
15.01.26	DDM	Wave – water rates	£5.00

Table 5: Money received since the last meeting:

Date	Where the money was received from	Amount
18.12.25	A Abbotts Pryke	£830.00
18.12.25	PCC grant for 2 x Speed indication Devive	£5000.00
31.12.25	Interest Unity Trust Bank	£693.48
31.12.25	Interest Nat West	£34.24

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

Appendix B

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	25/02117/HFUL
Proposal	Partially demolish single storey extension, construct two storey and single storey rear extensions, insert rooflights to eastern roof planes
Site address	3 Chelveston Road

If relevant	
Planning Policy references	N/A
Conformity to Stanwick Neighbourhood Plan. Available on our website to download and view.	Does not cover extensions.
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.	6.12 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	N/A
Bio-diversity Net Gain (new build only)	N/A
Off road parking	N/A

Notes:
Block plans shows removal of a spruce tree.

Appendix C

Risk Assessment Report Schedule 2025-2026

Annually reviewed reports

Name	Date reviewed	Changes made	Notes	Next review
Allotment & Community Garden	January 2026	None	Risk to Council if the committee folds	Jan 2027
Cemetery - Site	January 2026	Dates changed	Tree survey undertaken Nov 2022. Regular memorial inspection in place 'Failed' memorials not repaired are pocketed after a suitable period	Jan 2027
Financial & Governance	January 2026	Dates changed Financial 13: Level of FSCS updated to £120k, the new level Business 1: "Business Continuity Plan in place" & "The insurance policy will provide a level of cover" added Business 2: "Password vault to be set up" added Governance & Management 10: "Councillors encouraged to complete the NCALC Foundation stage training" added	Four Councillors have received Foundation stage certification	Jan 2027
Harassment & Bullying	January 2026	None	Implemented January 2025	Jan 2027
Memorial Gardens - site	January 2026	Dates changed		Jan 2027
Parish Fields - site	January 2026	Dates changed	2022 Tree survey did not cover Parish Fields	Jan 2027
Parish Office	January 2026	No changes	PAT testing certificate held.	Jan 2027
Public Open Space at Mallows Grange - site	January 2026	Dates changed		Jan 2027
Recreation ground - site	January 2025	Dates changed	Works to Football Club changing rooms covered by Risk Assessments prepared by the Club and/or their contractors	Jan 2026

Other risk assessment reports

Name	Date adopted	Notes
Memorial inspection	16/05/2019	
Parish Office – covid 19	16/07/2020	Archived – no longer relevant
Re-opening play area after lock down	16/07/2020	Archived – no longer relevant

Risk assessments for events during the year should be listed below

Christmas Fayre 30/11/2025

Christmas lights November 2025

Notes: Contractors are expected to produce their own risk assessment. Clubs and groups using Parish Council sites are expected to produce their risk assessments.

Council action required:

1. Identify any other amendments required

Appendix D

List of correspondence 14th November to 8th January 2026

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 – 14/11/25	X		
2	Have your say on school admission arrangements and hackney carriage and private hire licencing fees and charges			
3	Webinar Alert: Making 20mph Work	X		
4	The Open Spaces Society Legal-Action Fund Appeal 2025			
5	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
6	Northants CALC Training Newsletter - November 2025	X		
7	Have your say on school term dates and Laxton Close, Corby PSPO			
8	NCALC Friday mini eUpdate – 21/11/25	X		
9	NNC Local Link newsletter #9	X	X	
10	Breathing New Life into Britain's High Streets | Digital Conference | 29th January 2026 (£245.00)			
11	CPRE Next week - double your donation with the Big Give Christmas Challenge			
12	Northants ACRE November update	X		
13	Northants CALC eUpdate - Nov/Dec 2025	X		
14	*Save the Dates ** Mayor of Rushden Civic Events 2026			
15	CPRE Double your donation from today to 9 December!			
16	National Allotment Society newsletter			
17	NCALC Friday mini eUpdate - 05/12/25	X		

	Title	C'llor	Web site	F'bk
18	NNC Local Link newsletter #9	X	X	
19	Local Transport Grant: Opportunity for NNC councillors and for town/parish councillors to propose transport schemes	X		
20	Northants CALC Training Newsletter - Tuesday's Training Treat			
21	NCALC Friday mini eUpdate - 12/12/25	X		
22	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
23	N CALC Senior Advisory Services Manager | Vacancy Notice			
24	NCALC Friday mini eUpdate - 19/12/25	X		
25	North Northamptonshire Council Draft Budget 2026/27 Consultation			
26	Police, Fire and Crime Commissioner Newsletter - December 2025	X	X	
27	Breaking News: New NPPF just released with radical changes for planning policy and decision making	X		
28	N ACRE Village Viewpoint	X		
29	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
30	CPRE Happy New Year and happy birthday to us!	X		
31	NCALC Friday mini eUpdate - 09/01/26	X		

End