STANWICK PARISH COUNCIL

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

MINUTES of ANNUAL COUNCIL MEETING

Date:	20th May 2026	
Venue:	Committee Room, Village Hall, Stanwick	
Time:	7.30 p.m.	
Present:	Councillors:-	M Taylor in the chair
		J Ashby
		G Banks
		S Glanville-Hughes from 8.15pm
		B Johnson
		S Kitchener
		G Konstantinidis
	Clerk to the Council	J Hodgson
	NNC Councillors	0
	Members of the Public	0

The opening business of this Agenda observes the requirements of the adopted Standing Orders.

26.1 ELECTION OF THE CHAIRMAN

It was proposed and

RESOLVED

That Councillor Taylor be elected as Chairman of the Council for the civic year.

The Declaration of Office was made by the Chairman

26.2 ELECT A VICE CHAIRMAN

It was proposed and

RESOLVED

That Councillor Kitchener be elected as Vice Chairman of the Council for the civic year.

26.3 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Glanville-Hughes who would be arriving late due to a Climate and Nature Champion meeting. North Northants Councillor Howell had sent apologies and provided a written report that had been circulated to all Councillors.

26.4 DECLARATION OF INTEREST

There were no declarations made.

Councillors were reminded of the requirement to keep the Register of Interests up to date.

26.5 MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 19th March 2026 be approved as a correct record and signed by the Chairman.

26.6 PRINCIPLES OF PUBLIC LIFE

The seven principles of public life and the Civility & Respect Pledge were acknowledged.

26.7 COUNCILLOR DEVELOPMENT TRAINING MATRIX

Councillors were reminded of the Councillor Development Training Matrix and their personal training budget. It was agreed that Councillors should be provided with details of what is outstanding to complete the stage of the matrix they are at.

26.8 DELEGATION OF POWERS TO THE CLERK

In accordance with Standing Order 5.j.v. the Council reviewed the delegation of powers to the Clerk. The Clerk is the Proper Officer of the Council and the Responsible Financial Officer as prescribed by statute. The Clerk has delegated authority specified within the Financial Regulations and the Standing Orders. The Clerk has delegated authority to make adjustments to financial arrangements and to transfer money between the bank accounts but not to sign cheques or authorise BACS payments.

With regard to the cemetery, the Clerk has delegated authority under Local Government Act 1972 s101 to determine the application of the residency rule

The Clerk has delegated authority to grant dispensations to Councillors with regard to the Code of Conduct and Disclosable Pecuniary Interests in accordance the Council's Code of Conduct.

Where authority is delegated on specific matters, that authority is detailed in the appropriate Minutes.

The Council has adopted a policy regarding officer decisions in accordance with Openness of Local Government Bodies Regulations 2014, which the Clerk must adhere to.

The Clerk's job description as overseen by the Staffing Committee details the extent of the role. It was proposed and

RESOLVED

That the above stated delegation arrangements remain in place.

26.9 COMMITTEES

a. Staffing Committee and Events Committees

It was agreed that the Staffing and Events Committee should continue.

b. Appoint members to the Staffing Committee and Events Committee

It was proposed and

RESOLVED

That members of the Staffing Committee be Councillors Kitchener, Ashby and Konstantinidis with Councillor Johnson as first alternate.

That members of the Events Committee be Councillors Johnson, Ashby and Banks with Councillor Taylor as first alternate.

c. Terms of Reference for the Staffing Committee and Events Committee

It was proposed and

RESOLVED

That the Terms of Reference for the Committees do not require amendment.

d. Committee meeting dates

It was agreed to set meeting dates outside of this meeting.

e. Any other committees

It was agreed that it was not necessary to establish any further committee at this time.

26.10 REVIEW OF THE POLICIES

The review of the policies requiring an annual review, to approve any amendments and confirm they are fit for purpose. It was proposed and

RESOLVED

That the Table of Polices that forms Appendix A be accepted and that no amendments are required.

26.11 REPRESENTATION ON OUTSIDE BODIES

It was proposed and

RESOLVED

That Councillor Johnson be appointed as the Police Liaison Representative
That Councillor Kitchener be appointed to represent the Council on the Village Hall Trust
That Councillor Glanville-Hughes be appointed as the Climate and Nature Champion

It was agreed not to appoint a representative to the Ringstead Quarry Liaison Group as this appears to have been disbanded.

26.12 INVENTORY OF LAND AND ASSETS

It was agreed that the inventory of land and assets, as circulated with the agenda and approved in March 2026, was accurate.

26.13 INSURANCE ARRANGEMENTS

The Parish Council had entered a three year undertaking with Clear Councils. The 2025-2026 premium was £1,093.71. The budgeted sum for 2026-27 is £1190.00 and the new premium would be £1,142.09

It was proposed and

RESOLVED

That insurance with Clear Council's be renewed for the year 2025 to 2026 at a premium of £1093.71, to be paid prior to the renewal date, as the policy provides cover for necessary risks.

26.14 INTERNAL AUDITOR FOR 2026-27 & THE DATA PROTECTION OFFICER

It was noted that the NCALC Internal Audit Service (IAS) Terms of Reference had been circulated to all members prior to the meeting. It was agreed that the IAS satisfied the requirements for independence and competence. It was noted that auditors provided by the IAS would be certified under the new PIALC accreditation. Principles of Internal Auditing Local Councils (PIALC) is an online sector specific learning course designed to establish a more regulated and standardised process for internal auditing within local councils. The course covers essential principles and guidelines to ensure effective and efficient internal audit practices. It was proposed and

RESOLVED

That the Parish Council would continue to engage Northants CALC Internal Audit Service and Data Protection Service for the year 2026-27 and pay fees when due and the Clerk is authorised to sign letter of engagement.

26.15 MEMBERSHIP OF OUTSIDE BODIES

After consideration of the merits of belonging to the organisations, it was proposed and

RESOLVED

That membership of Northamptonshire County Association for Local Councils (NCALC), Northamptonshire A.C.R.E, Open Spaces Society, the Society of Local Council Clerks (SLCC) and National Society of Allotments and Leisure Gardeners and CPRE should be continued and that the Clerk is authorised to pay the membership fees as renewal of membership becomes due.

26.16 EXPENDITURE UNDER LOCAL GOVERNMENT ACT 1972

It was noted the maximum permissible expenditure under Local Government Act 1972 section 137 for the year 2026-2027: £17260.80 (£11.60 per elector). This limit, set by the Department for Levelling Up, Housing and Communities, allows councils to spend a limited amount on purposes for which they lack specific statutory powers, subject to specific restrictions.

26.17 DATES, TIMES AND PLACE OF ORDINARY MEETINGS

The dates, times and place of ordinary meetings of the full Council for the year ahead were agreed as 16th July, 17th September, 19th November, 21st January 2027 18th March 2027, 15th April 2027 Annual Parish Meeting, 20th May 2027 Annual Council Meeting.

26.18 BANKING ARRANGEMENTS

The current arrangements were reviewed and it was agreed that no changes were required.

26.19 PUBLIC SPEAKING TIME

There were no members of the public present.

26.20 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.

It was noted that the format of the cashbook and payment schedule had been adjusted to reflected the requirements of the Transparency Code. (Minute 26.20 b below refers).

It was noted that following receipt of the full amount of precept, funds had been allocated as specified in the Budget to Earmarked Reserves as reflected in the April month end bank reconciliation.

An analysis of the Administration expenditure category was provided to all members (Minute 25.216 refers). It was agreed that this document sufficiently explained the situation.

It was noted that the Council's insurance provided for £250,000 Fidelity Guarantee Insurance. Fidelity Guarantee Insurance is a business insurance policy that protects employers from direct

financial losses resulting from employee dishonesty, fraud, theft, or embezzlement. It safeguards council assets—money, securities, and property—when trusted staff members act dishonestly. The combined balances as at 30th April 2026 was £262,212.74

It was noted that this was above the threshold of the Fidelity Guarantee Insurance but it would not be cost effective to seek additional insurance cover as by the time this was in place, the balance would have dropped below the threshold. It was noted that any claim made whilst the threshold was exceeded is unlikely to be fully met by the insurers.

Monies held in the banking system are covered by the Financial Services Compensation Scheme that provides £120,000 per bank licence. The Financial Services Compensation Scheme (FSCS) is the UK's independent, free, statutory "fund of last resort" that protects consumers when authorized financial firms fail. It was recommended that monies were moved to Redwood Bank from Unity Trust to keep funds within the thresholds and therefore protect public money. It was proposed and

RESOLVED

That a tranche of money be moved to Redwood Bank to spread the risk within the terms of the Financial Services Compensation Scheme.

It was noted that WAVE, the provider of non-domestic water suppliers had increased their charges from £5 per month to £10 per month. This increase had not been anticipated in the budget setting process. This uplift reflects the increase in charge costs, especially the 'Potable Water Fixed' rate, the 'standing charge', rather than a reflection on the quantity of water being used.

Outstanding invoices requiring payment to the Council

Invoice reference	Debtor	Purpose	Amount	Date invoice issued	Date payment due
INV 102	Stanwick Races Group	Commuted sum for storage container	£1.00	06/05/26	15/05/26

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.

ii. Report in relation to VAT

It was noted that VAT claims for April and May, £504.41 and £546.71 respectively, have been received.

iii. Report in relation to PAYE

It was reported that the new tax year has been initiated in HMRC Basic Tools.

iv. Report on grants received or given

The post grant funding report has been submitted to the Office of Police Fire and Crime Commissioner (OPFCC) regarding the funding received for the two Speed Indication Signs. They have requested that the underspend of £294.04 be returned to them. The Clerk is waiting for the OPFCC to send through the correct paperwork to facilitate this.

An Empowerment funding award to the parish council has been made for £500.00 to purchase trees, primarily at the Spencer Parade Gardens but also the pocket park and the Pound area. To maximise success of this project, Spencer Parade Gardens may require work to remove trees at the end of life etc.

It was noted that NNC has withdrawn the Empowerment funding scheme and it will not be possible to make applications in the future.

v. Incident reports on council owned land

It was noted that no reports had been received.

b. Transparency Code Statement

The Transparency Codes (2015) for local authorities in England were introduced to improve accountability and public trust. Issued by the government, they require councils to publish key financial data—such as spending, contracts, and salaries—online. This enables citizens to scrutinise how public money is used and promotes openness, efficiency, and better governance.

There are two thresholds for compliance: authorities with receipts or payments up to £25,000 and authorities over £200,000.

Stanwick Parish Council has to date, sat between these two thresholds and as such, on a statutory basis, the Transparency Codes do not apply. However, it has been deemed that it is 'best practice' to observe the smaller authority code. In 2025 Practitioners Guide para 5.127 now states:

"5.127. Smaller Authorities with total turnover or expenditure greater than £25,000 should as best practice comply with the Local Government Transparency Code 2015; the government believes that in principle all data held and managed by local authorities should be made available to the public unless there are specific sensitivities to doing so."

On this basis, a statement of compliance was prepared and circulated to all councillors with the agenda. This together with Transparency Code Compliance Review year ending 31st March 2026, has been placed in the Accounts section of the website.

It was proposed and

RESOLVED

That the Council is satisfied it meets best practice as far as practicable.

c. Schedule of payments presented

It was proposed and

RESOLVED

That the schedule of payments that forms Appendix B to this Minute be approved for payment.

d. Report from the Internal Control Councillor

It was reported that the monthly internal control check had been completed on 18th May 2026 and everything was satisfactory. It was proposed and

RESOLVED

That Councillor Kitchener be appointed the Internal Control Councillor for the year 2026-27

e. Report from the Internal Auditor

The Annual Internal Audit Report and narrative report, dated 10th April 2026, had been made available to all councillors and the content noted. There were no matters of concerns identified. It was proposed and

RESOLVED

That the Council accepts the reports.

Both reports are available on the website to download.

f. Receipts and Payments Accounts and Supporting Statement for the year 2025-26

The Accounts and Supporting Statement shown in Appendix C had been made available to all councillors. It was proposed and

RESOLVED

That the Annual Accounts and Supporting Statement for 2025-26 be approved and adopted.

g. Section 1 of the Annual Governance & Accounts Return for the year 2025-26

The Annual Governance Statement was circulated to all councillors with extracts from the Practitioners Guide with the agenda. It was noted that the Council's responsibilities had been satisfied during the year 2025/26 and duly Minuted, together with the requirements of the Financial Regulations. It was proposed and

RESOLVED

That the Chairman should complete and sign the Annual Governance Statement S.1.

h. Section 2 of the Annual Governance & Accounts Return for the year 2025-26

It was proposed and

RESOLVED

That the Council accepts the Accounting Statements 2025-26 as presented by the Responsible Financial Officer and that the Chairman should sign the Accounting Statements on the Annual Governance & Accountability Return section 2.

i. Dates for the exercise of electors rights

It was noted that the period for the exercise of electors rights to inspect the accounts would be 3rd June to 14th July 2026 inclusive. These dates had already been published on the website.

j. Review of assets requiring repair/replacement

It was noted that the Clerk had provided a briefing on various assets requiring attention.

It was proposed and

RESOLVED

GW Shelters, original provider of the bus shelters requiring repairs, be instructed to replace to two corroded metal panels at the shelter on Raunds Road (Cumberland Avenue side) and replace the two polycarbonate graffitied panels with galvanised steel upper panels that would be easier to clean graffiti from. This is considered to be value for money compared to the costs of complete shelter replacement and for graffiti management.

This complies with the Financial Regulations section 5 as adopted for specialist services and costs.

It was agreed that this actions should be taken as the previous instruction to Mr Mission was outstanding with no indication of the work taking place. Mr Mission is to be informed accordingly.

It was proposed and

RESOLVED

That work be instructed with a suitable contractor to replace the damaged paving slabs on the path at the Triangle at East Street. This complies with the Financial Regulations section 5.9 and 5.10.

It was noted that the Clerk had instructed work to repair the cemetery standpipe post and two taps at the allotments. This complies with the Financial Regulations section 5.9 and 5.10.

It was noted that site visits would be advisable to inspect the fences at Parish Fields and the recreation ground.

k. 2025 play area inspection report

It was noted that the critical actions identified on the independent play area inspection had been completed as per Appendix D. The Council will continue to monitor other items as required.

l. Stanwick Rovers FC annual rent 2026-27 season

Further to Minute 25.101 e: That the annual rent for the football pitch and training area be increased annually by the rate of inflation application as at 1st March each year, rounded up to the nearest £5.00; the rent due for the 2026/27 season would be £150.00.

26.21 PLANNING MATTERS

a. Planning consultations:

26/00702/TPO Tree - Application for Works to TPO: T1, T2 and T3; Lime, TPO 0129, crown lifting by 1.75m 26 Grange Road. Note: permission already granted by NNC

26/00644/FUL Amendment to bin storage/collection of previously approved change of use application. Location: 2 High Street

It was agreed that the Council did not have a comment to make.

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
26/00702/TPO	T1, T2 and T3; Lime, TPO 0129, crown lifting by 1.75m at 26 Grange Road
25/02117/HFUL	Partially demolish single storey extension, construct two storey and single storey rear extensions, insert rooflights to eastern roof planes at 3 Chelveston Road

Planning appeals:

Appeal Ref: APP/M2840/W/25/3375990 NE/25/00542/PDU
Hillstone Farm, Higham Road, Stanwick, North Northamptonshire NN9 6QF
The appeal is allowed and prior approval is deemed to be granted

26.22 MEETING/TRAINING REPORTS FROM COUNCILLORS

There were no reports given.

26.23 NEIGHBOURHOOD PLAN REVIEW

a. Early Consultation on Review of the Made Plan

The survey results were noted. The results would form part of the community engagement remit and be used to inform future consultations.

b. Housing Needs Survey via NACRE

Further to a meeting with L Harper of Northants ACRE 15th April 2026 it was that the Council would work with Northants ACRE to undertake a housing needs survey.

c. Project Plan

A timetable for milestones of the review process was considered. The project plan that forms Appendix E was approved.

d. Grant application

It was noted that a grant application had been made to the National Lottery towards costs for undertaking the Neighbourhood Plan Review. The outcome is likely to be known within 12 weeks. Minute 25.228 refers.

26.24 HEALTH AND WELL-BEING EVENT 5th SEPT 2026

a. Proposals for the planned event

The outline plans for the event were approved.

26.25 FOUR YEAR PLAN: to receive updates

a. Pillar 1 (Environment & Place): Poplars in the cemetery appear to have taken well and are in leaf.
b. Pillar 2 (Sense of Community & belonging): no report was given
c. Pillar 3 (Health, Wellbeing & Safety): Work with the Stronger Communities Officer is continuing
d. Pillar 4 (Effective Council): no report was given

26.26 CHRISTMAS FAYRE 2026

a. Road closure & light switch on event

It was noted that a consent had been granted for a Road Closure on Church Street. It was agreed that the Events Committee should make the necessary arrangements for the event.

Councillor Glanville-Hughes arrived 8.15pm.

26.27 COMMUNITY SAFETY

a. Community safety issues

It was noted that a complaint had been received about a dog not under control at Parish Fields and vandalism at an empty property on Higham Road. A report had been made to the Police (DP-21438-26-3434-04) 20/05/26 regarding antisocial behaviour by youths in the area of the allotments.

The Clerk has requested that Parish Fields is included in patrols by the community safety team (NNC and PCSO). The NNC Community Safety Team is scheduling Engagement with young people in the Stanwick and Raunds area.

It was noted that the Clerk intended to commission a sign for the allotments, stipulating whose dogs are permitted on site.

b. Postcode allocation for open areas

Further to Minute 25.229 b, it is not possible to have a postcode allocated to location where there is not a physical letter box.

26.28 GROUNDS MAINTENANCE

a. Compliments and complaint

The details were noted.

b. Two diseased box shrubs

Further to Minute 25.230 b the Diocese consent has been issued for the removal of the two diseased box shrubs. This has been forwarded to the Parochial Church Council and the work has been instructed.

c. Grounds maintenance contract

The grounds maintenance contract is in year 3 of the 3 year contract. It was suggested that procurement is initiated to ensure the Council has a new contract in place as the existing contract ends 28th February 2027. The Council should consider any additional elements could be included in the contract (e.g. yew trees at St Laurence Church yard, butterfly bank etc). The Clerk will undertake a refresher training course with NCALC on the subject of procurement as legislation has changed.

It was proposed and

RESOLVED

That the procurement process be initiated with a view to having a new contract in place for the end of the 2026-27 winter season in line with the expiry of the current three year contract.

26.29 HIGHWAY MATTERS

a. Meeting with Mr L Barron MP (10th April 2026)

Further to Minute 25.231 c, the meeting notes were considered.

b. Local Transport Plan Scoping report

It was noted that the clerk had issued a consultation response on behalf of the council.

c. Aspiration of an A45 safer crossing point

A log of actions taken had been circulated to all councillors.

d. Taylor Wimpey works at the Red Lion Roundabout and Wetenhall Road

It was noted that despite information from Northants Highways, works have not commenced. It was agreed that our ward councillors be asked to intervene again.

e. Meeting with Highways 28 July 2026

Councillors were reminded to compile a list of issues to raise with Highways officers.

f. Arris Lane

Further to Minute 25.146 d, it was noted that note that the Council has been copied into correspondence from Stanwick Bowls Club to North Northants Council and Bona Vacantia (government legal department) regarding the on-going situation with Arris Lane.

It was noted that the Clerk had suggested two courses of action to the ward councillors by email:

1. The adoption of this track with the necessary works as a project within the Local Transport Grant Submission Scheme if this hasn't been over scribed with qualifying projects 2026. Or, if the scheme is open for another round in the future, could it be a contender? The work should be within the £5m project brief.
2. Local Transport Plan. Could this be included in the Local Transport Plan currently being written? Active travel features heavily …. The LWCIP doesn't reference this track so some reason even though it is heavily used as a pathway and people use it to access public rights of way.

A few years ago at a site meeting with highway operatives, S. Barnwell said that she didn't understand why the public footpath of Cleburne Close opened onto this unadopted lane. Either of these options could the starting point to rectify this situation."

The Clerk also put forward the suggestion that Arris Lane be registered as a BOAT. A Byway Open to All Traffic (BOAT) is a type of public right of way that: Is legally open to all kinds of traffic, including: walkers, cyclists, horse riders and motor vehicles and is mainly used for walking and riding, rather than regular road traffic. Key characteristics are that they usually looks like a rough track or countryside lane, not a paved road.

However, being a formal Byway would not address the maintenance issues.

g. Anglian Water Tankers passing through the residential areas

It was noted that the issue had been raised by the Clerk with Anglian Water and it appeared that the tankers had been re-directed to use London Road. A final response from Anglian Water advised that the tankers had been stood down as they were no longer operationally required.

26.30 PARISH FIELDS

a. Minutes of the Community Garden Meetings

The Minutes were noted.

b. Annual allotment rents & changes in tenants

It was noted that all of the rents have been received. It was noted that there have been a number of plots change hands. Plot 3 has been split into two half size plots as the demand for half size plots is greater than the demand for full size plots.

c. Parish Fields Evaluation

A briefing report was circulated to all councillors with the agenda. It was agreed that a signage for the site could be improved, including signage from the Avenue along the Public Right of Way, and on Raunds Road. It was agreed that there was potential for wider use of the car park.

It was agreed that a public consultation should be undertaken to better inform the Council's decision making process.

d. Community Garden

It was noted that since the March AGM, the chair of the committee has changed. The Council had been briefed on recent matters relating to the raised beds. It was agreed that a meeting with members of the Committee should be arranged.

e. Stanwick Race Group

The Race Group have entered a fresh 10 year agreement for their storage container.

26.31 METAL DETECTING LICENCE

An application for a one year licence was considered. It was agreed that the licence be issued.

26.32 LIST OF CORRESPONDENCE

The list that forms Appendix F was received. No other action is required

26.33 NEXT SCHEDULED MEETINGS

16th July 2026 Council Meeting (19.15)
17th September 2026 Council Meeting (19.15)
19th November 2026 Council Meeting (19.15)
21st January 2027 Council Meeting (19.15)
18th March 2027 Council Meeting (19.15)
15th April 2027 Annual Parish Meeting
20th May 2027 Council Meeting (19.15)

Other dates:
5th September 2026 Health & Wellbeing Event
November Remembrance
29th November 2026 Stanwick Christmas Community Fayre Sunday

Meeting closed: 8.58pm

Chairman

Appendix A

Annual Policy Review

Stanwick Parish Council Policies that require an annual review per the Standing Orders (5j) or within the terms of an individual policy.

Review date: May 2026

All policies are publicly available on the parish council website: Stanwick Parish Council - Policies

All policies are examined changes that should be made since the last occasion of review.

Summary:

Policy Title	Has a new model version been issued?	Has there been any statutory changes?	Is policy fit for purpose?
Standing Orders	No	No	Yes
Financial Regulations	No	No	Yes
Complaints Procedure Policy	No	No	Yes
Data Breach Pol	No	No	Yes
Data Protection Pol	No	No	Yes
General Privacy Notice	No	No	
Privacy Policy	No	No	Yes
News Media Policy	No	No	Yes
Internet Banking	No	No	Yes
IT Policy	No	No	Yes
Code of Conduct	No	No	Yes
Freedom of information (FOI) Schedule of information	No	No	Yes
FOI Supplementary Policy	No	No	Yes
FOI ICO document	No	No	Yes

Recommendation: That the Council resolves to confirm that the policies are fit for purpose.

Appendix B

Schedule of Payments presented for authorisation at the meeting.
Note: *The General Power of Competence adopted 15th May 2025*
All VAT recoverable unless stated

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

Cheque	Payee	Purpose	Amount Gross	VAT element
None		None	None	

Table 2a : Schedule of electronic payments made between meetings
Financial regulation 7.7 Payment set up by the Service Admin (Clerk)

Payee	Purpose	Authorised by	Amount Gross	VAT element
Turney Landscapes	Grounds Maintenance March 26	JA GB	£1983.62	£330.60
Greyhound Leisure Ltd	Repairs at Recreation Ground	JA GB	£1170.00	£195.00
Mr Mission	Bus shelter clean & white lines on steps	JA GB	£220.00	£0

Table 2b : Schedule of electronic payments presented for authorisation at the meeting
Payment set up by the Service Admin (Clerk)

Payee	Purpose	Authorised by	Amount Gross	VAT element
S Roberts	Refund of Allotment rent paid twice	JA GB	£24.00	0
J Jones	Refund of Allotment Deposit	JA GB	£35.00	0
H Merricks	Refund of Allotment Deposit	JA GB	£15.00	0
Stanwick Village Hall	Committee room hire May 2026	JA GB	£22.00	0
N CALC	Membership, IAS fee, DPO fee	JA GB	£1232.15	£74.47
Clear Councils	Annual Insurance premium	JA GB	£1142.09	0
J Hodgson	Banners, Refreshments, sundries	JA GB	£65.21	£5.62
Church Central Fund	Floodlight contribution	JA GB	£376.77	0
Turney Landscapes	Grounds maintenance April 2026	JA GB	£2771.89	£461.98

The above payments were approved at meeting 20/05/26
_____Chairman

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

Date	Payee and reason	Amount Gross	VAT element
19.04.26	Cleverbridge - software	£44.95	7.49

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

Date	Method	Payee	Purpose	Amount	VAT element
25.03.26	DDM	Flotek	Phone & broadband	£63.60	£10.60
29.03.26	DDM	Agilico	Printing costs	£143.94	£23.99
31.03.26		Unity Trust Bank	Service Charge	£6.00	0

Date	Method	Payee	Purpose	Amount	VAT element
02.04.26	STD	Stanwick Village Hall	Parish Office rent	£240.00	0
09.04.26	STD	Northants Pensions	Pension contribution Mar 26	£632.94	0
09.04.26	DDM	Yu Energy	Electricity for street lights Mar 26	29.52	£1.41
17.04.26	DDM	WAVE	Water rates	5.00	0
25.04.26	DDM	Flotek	Broadband & phone services	67.04	£11.17
30.04.26	DDM	Agilico	Printing supplies & printer costs	6.25	£1.04
30.04.26		Unity Trust Bank	Service charge April 26	7.00	0
30.04.26		Nat West	Transaction fees	£0.70	0
02.05.26	STD	Stanwick Village Hall Trust	Parish Office rent	240.00	0
09.05.26	STD	Northants Pensions	Pension contribution Apr 26	546.71	0
09.05.26	DDM	Yu Energy	Electricity for street lights Apr 26	24.72	£1.18
15.05.26	DDM	WAVE	Water rates	10.00	0

Table 5: Money received since the last meeting:

Date	Payer	Purpose	Amount
16.03.26	Plot 11	Allotment fees	£40.00
23.03.26	Plot 14	Allotment fees	£84.00
31.03.26	Nat West	Interest	£31.03
31.03.26	Unity Trust Bank	Interest	£461.31
Various	Allotment tenants	Allotment fees (rent & deposit)	£801.00
08.04.26	HMRC	Reclaimed VAT March 2026	£504.41
10.04.26	Crochet	Printing	£1.00
21.04.26	North Northants Council	Precept (full for 2026-27)	£92568.00
21.04.26	Co-op Funeral Service	Interment	£430.00
23.04.26	Stanwick Pocket Park	Printing	£11.00
28.04.26	North Northants Council	Empowerment Grant Trees are our future	£500.00
30.04.26	Nat West	Interest	28.08
01.05.26	RGR Memorials	Headstone application (E Cross)	£220.00
07.05.26	HMRC	Reclaimed VAT April 2026	£546.71
11.05.26	Plot 3A	Allotment rent & deposit	£48.00
13.05.26	Plot 3B	Allotment rent & deposit	£48.00
18.05.26	George Davies & Evans	Interment fee 521 ashes	£190.00

Appendix C

Stanwick Parish Council
Receipts and Payments for the year ended 31 March 2026

2024/2025	Income			2025/2026
£				£
85600.00	Precept			88160.00
810.76	Agency Services			628.05
4620.00	Cemetery Fees		5135.00	
40.00	Bowls Club		40.00	
140.00	Stanwick Rovers		140.00	
42.00	Miscellaneous		1938.77	
870.00	Allotment fees/deposits		900.00	
3547.64	Interest		3360.86	
5945.83	VAT (recovered)		6707.77	
140.00	Christmas fayre (new line)		288.03	
2500.00	Grants received		7000.00	
	Total other receipts			25510.43
104256.23	**Total Income**			**114298.48**
	Expenditure			
£				£
34384.30	Staff costs			35968.90
4265.86	Loan payments			4201.59
7833.29	General Administration:		9389.56	
	Admin costs	6535.50		
	Training	737.00		
	Subscriptions	1342.78		
	Room Hire (Meetings)	304.75		
	Utilities	444.83		
	Election Fund	25.00		
984.09	Insurance		1093.71	
0.00	Section 137		0.00	
19529.62	Grounds maintenance		21461.23	
5928.98	Repairs & Renewals		3873.44	
2182.64	Miscellaneous:		2412.91	
40.00	Poppy Appeal	40		
900.00	Grants/Sponsorship	1668.87		
58.57	Other	238.71		
208.33	Christmas Fayre	201.11		
975.74	Church flood light power	264.22		
800.00	Leisure grants		400.00	
163.70	Allotments		50.00	
0.00	Projects		10996.92	
5679.17	VAT (incurred)		7124.40	

83934.29	Total other payments	56802.17
	Total Expenditure	**96972.66**
	Surplus	**17325.82**

Stanwick Parish Council - Supporting Statement for accounts for the year 2025/2026

Assets

At 31st March 2026 the following assets were held:

Land	
Cemetery	1.00
Recreation Ground	1.00
Amenity Area, Spencer Parade	2.00
Mallows Grange	10000.00
Parish Fields	75000.00
	85004.00
Street furniture	
12 Seats	1758.00
4 Bus shelters	1264.00
6 Litter bins	44.00
3 Dog waste receptacles	3.00
2 Welcome to Stanwick signs	1480.00
Village Sign (Spencer Parade)	1.00
Jubilee Map (Spencer Parade)	999.00
Evolis Vision SID x 2	4679.00
Planters x 4 (Spencer Parade)	1490.40
Outdoor notice board (on village hall)	955.00
Street lamps x 5	2003.00
Flagpole	393.00
Cemetery Notice Board	601.00
6 x steel tree guards at cemetery	1600.00
Pedestrian barriers on Hawkes Path	1799.00
	12593.40
Recreation Ground	
Play equipment at the recreation ground	50000.00
NeXus play equipment	9950.00
Adult fitness equipment	10000.00
	69950.00
Office Equipment	
Furniture and fittings	1036.37
Lap top & software (2014 purchase)	615.45
Laptop (2022 purchase)	524.25
PA System	143.83

Projector & screen	620.83
Display boards x 10	857.60
	3798.33
General contents/Civic regalia	
Chairman's Chain of Office	1185.00
Community Garden	
Poly tunnel	946.67
Notice boards	2258.00
Tools	1706.00
Storage container	1795.00
Early years play tractor	2900
Seating	1303.00
	10908.67
Total value	£189,916.37

Value of assets stated according to acquisition values recorded in the Asset Register in accordance with proper practices. Insurance values will differ.

Borrowings

At the close of business on 31st March, the following loans to the Council were outstanding:

Public Works Loan Board (Parish Fields)	£52008.75	Final payment date 13/07/2059
Public Works Loan Board (Recreation Ground)	£628.20	Final payment date 13/07/2027

Leases

At the year end the following leases were in operation:

Lessee	Purpose	Annual Rent	Year of expiry
Stanwick Rovers Football Club New lease from 2021 Lease review 1st July 2021 and every fifth anniversary of that date	Land for changing rooms	£1.00 per year	2051 (30 year lease)
Stanwick Bowls Club (new 2022)	Land for bowling green & club house	£40.00	2052
East Midland Electricity	Land on The Avenue for substation	£10.00. Paid as a commuted sum in 1999. Lease arranged by Raunds Town Council	2041

The Council leases a room for office space in Stanwick Village Hall on an annual lease to be the Parish Office.

Debts Outstanding

At the year-end there were no debts outstanding.

Capital Reserves

Capital Reserves are used to hold funds for specific capital projects. As the account attracts an interest rate, this account is also used to hold General Reserves that are not required for immediate access.

Reserve balances at 31st March 2026:

Green Projects Fund	£2465.00
Cemetery Extension Fund	£55.989.89
Headstone Levy	£1,620.00
Playground Fund	£4000.00
Election Fund	£3000.00
Parish Fields	£1,007.96
Church major fund	£10,000.00
Office equipment renewal	£350.00
Cemetery future works	£1,000.00
General Reserve	£7822.23
Fencing Fund	£1000.00
	£89255.08

Tenancies

The Council does not hold a tenancy on any property.

The Council issued tenancies on 26 allotments in 2015. A re-design of the site layout increased the number of individual plots by 3 to make a total of 29 plots. Total allotment area remains the same. As at 31st March 2026, all plots were either let or prospective tenants were due to sign tenancy agreements. There is a waiting list for plots.

Agreements

The Parish Council has entered into the following Agreements:

Management Agreement for Stanwick Pocket Park. Stanwick Pocket Park Group have a 25 year management agreement for the site until 2037.

Agreement to permit Stanwick Races Group to site a storage container at Parish Fields. Ten year agreement commenced February 2016 for ten years. A commuted sum for rent was paid in February 2016.

Agreement to permit Stanwick Races Group to site a storage container at Parish Fields. Ten year agreement commenced February 2026 for ten years for the storage of village Christmas decorations. A commuted sum for rent was paid in February 2026.

A user agreement between the Parish Council and the Community Garden Group was entered into in April 2016 for ten years. A commuted sum for the rent was paid in April 2016. In March 2026, the Council resolved to issue a further ten year agreement on the same basis.

S.137 Payments

None. Note: General Power of Competence adopted 19th November 2015 and renewed 20th May 2021.

Agency work

During the year the Council undertook the following Agency work on behalf of other authorities:

For North Northants Council	Maintenance of grass verges	£628.05

This sum was received on 10th November 2025 from North Northamptonshire Council

Annual Fraud Statement

Fraud minimization measures are included in Financial Regulations and Finance and Governance Risk Assessment.
In the year 2025-26, Stanwick Parish Council has not been a victim of fraud and there has not been any expenditure on counter-fraud work and to detected fraud. Counter-fraud statistics are zero (staffing, spend, cases investigated).

Advertising and Publicity

The following costs for advertising and publicity were incurred during the year: None

Race Relations (Amendment) Act 2000

In recognition of the Parish Council's responsibility under the Employers Duty of the Race Relations (Amendment) Act 2000 the Parish Council publishes the fact that the Council has one employee of White – British origin.

End of Supporting Statement

Appendix D

Agenda item : update to original report

25.66 c Children's Play Area at Stanwick Recreation Ground July 2025

Update from Independent inspection September 2024. (The Play Inspection Company)

Please see the complete report for full details (provided separately)

An independent inspection is carried out annually.

The majority of the 2024 identified findings have either

a) Remedial action completed
b) Remedial action not possible e.g. BS standards have changed and it is not a requirement to update equipment

Action outstanding:

Page	Item	Potential action	UPDATE
6	Sign by the grey gate	Provide replacement sign	Complete
Various	Uneven ground surfaces – with a recommendation "reinstate the surfaces"	Decide if ground should be made up.	
9	Overgrowth of vegetation through the fence NB This was down in the autumn and has grown back. No action possible in nesting season		Complete but regrowth likely
10	General litter bins	Subject of separate agenda item	2 bins replaced
11	Nexus – Finding 12 outstanding. Requires play equipment specialist to repair	Obtain quote for repair	Complete April 2026
15	Finding 4 Requires play equipment specialist to repair	Obtain quote for repair	Complete April 2026

There are a number of 'monitor' recommendations particularly for 'wear'.

It may be appropriate to budget in 2025-26 to have a program to replace all shackles/bushes/chains etc

Note – the clerk does not have the skill set to monitor the wear.

Appendix E

Project Plan: broad time frame

Stanwick Neighbourhood Development Plan review

Timeframe	Action	Notes	Complete
Spring 2026	Launch review		Yes
	Instruct Housing needs survey	Results timeframe 9 months (?) 12/05/26 question template and terms requested by email	
	Keep public interest maintained		
Summer 2026	Launch Housing Needs Survey	Managed by N ACRE	
	Carry out consultation on other topics.	See suggested list of policy changes & early consultation responses.	
	Review new NPPF for changes		
	Review latest guidance and toolkits		
Autumn 2026	Start to prepare draft policies (not housing related)		
Winter 2026/7	Receive Housing Needs Survey results	Determine if these will inform policies	
Early 2027	Prepare policies for Regulation 14 Consultation		
	Carry out Reg 14 Consultation	Min 6 weeks Instruct company to undertake consultation? Up to £1500.00 to use Go Collaborate.	
	Analyse Consultation feedback		
Spring 2027	Prepare Reg 15 version & other necessary documents		
	Refer proposed policies to NPIERS for review	Not clear where this occurs, maybe prior to Reg 14 consultation. Cost £375 plus VAT per day and we should budget for 2 days.	
Summer 2027	Submit Reg 15 to Local Planning Authority	NNC undertake necessary checks and then take over process	

Note: it may be necessary to adjust 2027 timings to the most advantageous tie-in with the new Local Plan at NNC. If the Neighbourhood Plan is finished first, we may need to review it

again once the Local Plan is out to make sure there are no conflicts. If the Local Plan is sufficiently complete and unlikely to have any major modifications, we could delay the Neighbourhood Plan review to complete after the Local Plan.

Appendix F

List of correspondence 13th March 2026 to 14th May 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 - 13/03/26	X		
2	Town and Parish Council Briefing - Local Plan Update	X		
3	Mayor of Irthlingborough's Civic service 19th April 2026			
4	NACRE Community Showcase Evening	X		
5	Mayor of Rushden's 70's Glam Rampage Rock Night - Saturday 25th April 2026			
6	Northants CALC Training Newsletter - March 2026	X		
7	OSS March updates: Consultation on the National Planning Policy Framework	X		
8	Strategic Town and Parish Forums - March 2026	X		
9	Greenway Champions Update March 2026	X		
10	Update: FREE Counter Terrorism Awareness Webinar - Tuesday 14 April (NACRE)			
11	Police, Fire and Crime Commissioner Newsletter - March 2026	X	X	
12	Northamptonshire Women's Summit 2026 – Join us in Daventry			
13	NNC Local Link newsletter #17	X	X	
14	NCALC Friday mini eUpdate - 20/03/26	X		
15	Northants CALC eUpdate - Mar/Apr 2026	X		
16	NCALC Friday mini eUpdate - 02/04/26	X		
17	North Northamptonshire Council's new Local Transport Plan - External Stakeholder Workshop invite	X		
18	Town and Parish Councils - Planning Training	X		
19	NCALC Friday mini eUpdate - 10/04/26	X		
20	Dog Fouling Solution - Spring Offer (Keep Britain Tidy)			
21	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
22	NNC Local Link newsletter #18 & 19	X	X	
23	N ACRE newsletter Spring is here!	X		
24	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
25	Membership Survey for Councillors 2026 - LINK	X		
26	NCALC Friday mini eUpdate - 17/04/26	X		
27	Friday mini eUpdate - 24/04/26	X		
28	April Update for Greenway Champions	X		
29	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
30	SAVE THE DATE** Rushden Town Council 'The Mayor is Having a Barn Dance			
31	Police, Fire and Crime Commissioner newsletter - April 2026	X	X	
32	Heating Oil Financial Support for North Northamptonshire Residents		X	X

	Title	C'llor	Web site	F'bk
33	NNC Local Link newsletter #20	X	X	
34	NCALC Friday mini eUpdate - 01/05/26	X		
35	OSS April updates: Our nine-point plan for the Senedd | New greens celebrated at Dorchester on Thames	X		
36	Speak to an officer event	X	X	X
37	Have your say on the Neighbourhood Plan for Rothwell			
38	Have your say on the Future of Wellingborough Town Centre			
39	NCALC Friday mini eUpdate - 08/05/26	X		

End