STANWICK PARISH COUNCIL

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

MINUTES of COUNCIL MEETING

Date:	11th June 2026	
Venue:	Committee Room, Village Hall, Stanwick	
Time:	7.15 p.m.	
Present:	Councillors:-	M Taylor in the chair
		J Ashby
		S Glanville-Hughes
		B Johnson
		S Kitchener
	Clerk to the Council	J Hodgson
	NNC Councillors	0
	Members of the Public	0

26.34 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Banks and Cllr Konstantindis.

All Councillors were to be reminded of the requirement to send apologies at the earliest opportunity so that situations such as quorum could be effectively managed.

26.35 MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 20th May 2026 be approved as a correct record and signed by the Chairman.

26.36 DECLARATION OF INTEREST

Councillor Kitchener declared an interest in agenda item 26.52 relating to the village hall.

26.37 PUBLIC SPEAKING TIME

There were no members of the public present.

26.38 PLANNING MATTERS

a. Planning consultations

26/00998/HFUL Erection of a two-storey extension with internal alterations at 26 West Street

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

RESOLVED

That that the Council does not object to the proposal and the materials should be sympathetic to the existing structure and there are no objections from neighbouring properties.

NE/25/00220/FUL Detailed planning application on Land at and Adjacent to Chelveston Renewable Energy Innovation Park for New access road for Chelveston Renewable Energy Park and Energy Innovation Park, including new roundabout and re-alignment of Higham Road and Caldecott Road, security building with short-term parking, along with other associated works and landscaping. Location: Chelveston Renewable Energy Park

It was agreed that he Council did not have any comment to make.

26.39 HOUSING NEEDS SURVEY

Further to Minute 26.23 b two templates for the Housing Needs Survey were considered. It was agreed that the template based on the West Northants Council survey was the preferred option.

26.40 SCHEDULE OF PAYMENTS

It was proposed and

RESOLVED

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

26.41 GROUNDS MAINTENANCE CONTRACT

It was noted that there are different regulatory requirements that run concurrently and apply simultaneously. The relevant regulations include:

- Procurement Act 2023
- Procurement Regulations 2024
- Section 135 of the Local Government Act 1972 say Standing Orders must include procedures for securing competition and regulating how tenders are invited.
- Financial Regulations for Stanwick Parish Council
- Standing Orders for Stanwick Parish Council

It is expected that the contract value for four including VAT will below the government threshold of £207,720.00 and the full open tender requirements are not necessary. However, there are benefits to use the option of open tender via the Central Digital Platform (government web platform). The Council would be able to notify any local potential bidders that the contract was open on the platform.

This would ensure compliance with the Council's Financial Regulations for contracts over £60,000.00 and the requirements of the Local Government Act 1972, together with the requirement to achieve best value.

It was proposed and

RESOLVED

That the Council would use the open tender method of procurement with the option to invite applicants and that the timetable that forms Appendix C be approved.

It was noted that urgent tree work at the recreation ground had been authorised by the Clerk and Chairman at a cost of £1400.00 with Willowbrook ARB as one of the tree was considered to be in a dangerous condition. This is accordance with Financial Regulation 5 and is to be assigned to the Ground maintenance budget. It was also noted that a person has hammered a number of large nails into a chestnut tree. It was agreed that professional guidance should be sought on the best way to deal with this situation.

26.42 LOCAL PLAN SCOPING REPORT

The Council gave consideration to North Northamptonshire Council's Local Plan Scoping Consultation. The Local Plan Scoping Consultation invites residents, businesses and stakeholders to help shape future planning policies, development priorities, housing, infrastructure, environment and climate action across North Northamptonshire to 2045. Its purpose is to help North Northamptonshire Council understand what local people want the area to look like and how it should develop over the next 20 years.

It was noted that the background papers to the consultation indicated that Stanwick would be classified as a 'Key Village', that is a "settlement which provide a range of services and facilities to meet the day to day needs of residents and businesses, limiting the need to travel to larger settlements. To provide a focus for improved transport choice and a limited level of growth at a scale appropriate to the character and infrastructure capacity of the village."

It was proposed and

RESOLVED

That the Clerk has delegated authority to respond to the Local Plan Scoping Consultation on the basis of the discussions held and the reports prepared and circulated.

26.43 COMMUNITY GARDEN

It was noted that members of the Council had met with the Community Garden Secretary on 5th June to discuss challenges being faced at present. The agreement between the council and the Group was discussed with proposed amendments to make the agreement more robust from a governance perspective.

A revised agreement between the Council and Community Garden Committee was reviewed and following a few further amendments would be provided to the Committee.

The purpose of redrafting the agreement is to ensure the Committee has clear guidance on their role to enable them to function effectively for the benefit of parish asset that is the community garden.

The Council is willing to hold further informal meetings with the committee and offers appropriate levels of support.

26.44 GRANT APPLICATION

It was noted that the Community Garden Group had applied for a £200.00 grant towards the cost of one replacement raised bed. The existing wood based raised beds have deteriorated since they were installed in 2015 and were no longer fit for purpose as the would collapse if weight was placed on the edge. The Group favoured raised beds made of a composite product as this will not require maintenance and should have a longer life span. At least one raised bed need to be 'accessible'.

It was agreed that the Council would defer making a decision on the grant application until the present governance issues had been resolved to the Council's satisfaction and that any funds approved would not be released until after the work had completed.

26.45 SIGN ON RAUNDS ROAD

It was proposed that the white directional sign that states 'Stanwick Bowls Club/Stanwick Football Club' be replaced with a sign that includes Outdoor Gym and Junior Play Park as well. The sign would be double sided. The existing Recreation Ground sign would remain in place.

It was proposed and

RESOLVED

> That a replacement sign at a cost of £150.00 for supply and installation be approved and that separately work be authorised to straighten the pole, paint it black and be topped with a spherical black finial as this will enhance the aesthetics of the parish. The 'pocket park' sign post of to receive the same treatment.

The new sign is to be assigned to the Repairs and Renewals budget.

26.46 HEALTH & WELL-BEING FAIR

Consideration way given to parking provision for stall holders at the Fair. It was agreed that stall holders would be offered parking at the allotment car park on Raunds Road.

26.47 THE POUND, CHURCH STREET

A proposal to lift the paving slabs at the 'Pound' on Church Street to replace with soil and grass was considered. The slabs to be retained and used as needed, such as the replace the slabs at the Triangle on East Street (Min 26.20j refers). It was proposed and

RESOLVED

> That the Council has no objection to the slabs being moved and stored and the exposed area being laid to grass.

26.48 REPAIR WORK

Further to Minute 26.20j a quote was considered for the replacement of the damaged paving slabs the East St/Triangle path way. It was proposed and

RESOLVED

That a quote of £390.00 be accepted from AJ Carter.

This is in accordance with Financial Regulations s5 and is to be assigned to the Repairs and Renewals budget.

26.49 BUS STOP SEATING

It was noted that a request to install a seat at the bus stop outside the village hall had been received and this request was made periodically. Three costing were considered. It was proposed and

RESOLVED

That having duly considered the requests to provide 'perch' seating at one bus shelter it is cost prohibitive to provide such seating at any or all of the shelters at the present time.

26.50 ANTI-SOCIAL BEHAVIOUR MATTERS

Further to Minute 26.27, a further police report has been made DP-22430-26-3434-IR04 on 27th May regarding the destruction of a bug hotel to find fuel for a fire and the consumption of alcohol at Parish Fields. The NNC Community Protection Enforcement Officer has confirmed he has made visits to the Stanwick. However, he cannot operate outside of office hours.

It has been reported that there seems to be a group of 4.They wear balaclavas, with only their eyes showing. They have 'small wheeled' electric bikes.

At 7pm Friday 5th June 2026 they were to the rear of Stanwick Pocket Park and were very verbally abusive to a person A. It was also advised that they have been on the concrete track to the Anglian Water plant, on said electric bikes and are verbally abusive to anyone walking there, for no apparent reason.

The NNC Stronger Communities Officer is looking to work with organisations that engage with young people. These include: Children & Young People Northants, NNC Communities, NNC – Youth Co-ordinator, Thriving in Life Team / Service Six, Nene Education Trust. The aim being to reduce the chances of poor behaviour starting.

It was agreed that further engagement with the appropriate authorities should be undertaken as the riders of these electric bikes were a danger to themselves and others.

26.51 COPPER BEECH TREE

It was noted that the Copper Beech tree at Parklands has been condemned by the NNC tree officer. The tree is thought to be 400 years old. It has been suggested that sections of the trunk

be used as log seating at the pocket park and that part of the trunk is carved as a memorial to the tree in situ. The organisation responsible for the tree is the housing association, Amplius. Amplius have confirmed by email that the tree has been surveys and the work instructed is "T1 - To fell and grind Fagus sylvatica purpurea sp. Remove all arisings from site"

It was noted that this tree does not fall within the remit of the parish council.

26.52 VILLAGE HALL HIRE RATES

It was noted that the hire rates for the village hall would be increasing from 1st September. These uplifts had not been included in the budgetary process for the current financial year.

26.53 CLERK'S ANNUAL LEAVE

The dates were noted.

26.54 DATES OF THE NEXT SCHEDULED MEETING

25th June 2026 Events Committee Meeting (19.00)
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 & Well-being Fayre
8th November 2026 Remembrance Sunday
29th November 2026 Stanwick Christmas Community Fayre Sunday

Meeting closed at 8.08pm

Chairman

Appendix A

Stanwick Parish Council

Planning Application initial assessment sheet

Ref number	**26/00998/HFUL**
Proposal	Erection of a two-storey extension with internal alterations
Site address	26 West Street

If relevant	

Planning Policy references	East Northants Council Householder Extensions Supplementary Planning Document (adopted June 2020): • How an extension fits in with the character of its surroundings • Impact on the amenity of adjacent properties. • Implications for off road parking provision at the property. • Whether sufficient outside amenity space will remain within the curtilage of the property when the works are in place. • If there are any important trees which are affected by the works. 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.	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 6.9 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.
Distance to SSSI/RAMSAR	Within 2km
Bio-diversity Net Gain (new build only)	N/A
Off road parking	

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
None				

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
National Allotments Soc	Annual subscription	MT JA	£84.00	£14.00
Stanwick Village Hall T.	Meeting room hire June 26	MT JA	£33.00	0
Adrian Pendred	2 No dog signs @ allotments	MT JA	£72.00	£12.00
Northants CALC	JH Training: Procurement	MT JA	£42.00	£7.00
Turney Landscapes Ltd	Grounds maintenance May	MT JA	£2929.97	£488.33
HMRC	1st quarter tax & NI	MT JA	£1749.12	£0

The above payments were approved at meeting 11/06/26 _____Chairman

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

Date	Payee and reason	Amount Gross	VAT element
	None		

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

Date	Method	Payee	Purpose	Amount	VAT element
25.05.26	DDM	Flotek	Broadband & phone services	£67.04	£11.17
30.05.26	DDM	Agilico	Printing supplies & printer costs	£80.81	£1.04
31.05.26		Unity Trust Bank	Service charge April 26	£7.00	0
31.05.26		Nat West	Transaction fees	£0.70	0
02.06.26	STD	Stanwick Village Hall	Parish Office rent June 26	£240.00	0

Date	Method	Payee	Purpose	Amount	VAT element
09.06.26	STD	Northants Pensions	Pension contribution May 26	£543.18	0
09.06.26	DDM	Yu Energy	Electricity: street lights May	£22.08	£1.05
09.06.26	DDM	PEAC	Quarterly printer rental	£132.16	£22.03

Table 5: Money received since the last meeting:

Date	Payer	Purpose	Amount
28.05.26	Blenkharn Mon. Masons	Memorial permit: Stone 727	£115.00
28.05.26	Guides cr. slip55	2 x Xmas stall tables	£10.00
25.05.26	Maynard Memorials	Error: Refund required	£96.00
31.05.26	Nat West	Interest	£27.17
02.06.26	Stanwick Races Group	Container ground rent	£1.00
02.06.26	Stanwick Community Gdn	Xmas x2	£10.00

Appendix C

Procurement timetable: Grounds Maintenance Contract 2026

Action	Complete by	Actioned by
Draft Tender documents	3rd July 2026	JH/MT
Register on Central Digital Platform (Govt platform)	3rd July 2026	JH
Draft tender documents approved by Parish Council	16th July 2026	Council
Advertise tender on 'Find-Tender' (must be done first) Tender Notice UK4	24th Aug 2026	JH
Notify local potential bidders that it is on CDP	25th Aug 2026	JH
Deadline for bidders to ask questions	14th Sept 2026	Bidders
Deadline to respond to Bidders questions	21st Sept 2026	JH/SPC
Return tenders	30th Sept 26	Bidders
Evaluate tenders	5th Oct to 23rd Oct 26	SPC
Clarification meeting if required	W/C 26th Oct 26	JH/SPC/Bidders
Preliminary award decision	19th Nov 2026	SPC
Prepare standstill documents	19th Nov 2026	JH
Standstill period begins	20th Nov to 1st Dec 2026	JH
Legal challenge to contract award decision prior to entry into the contract (which will most likely be during the standstill period) triggers the automatic suspension of the contract award.		
Award of contract	7th December 2026	SPC

Prepare and submit award notice UK 7 (Find-Tender) To be done within 90 days of contract award	14th December 2026	JH
Contract to be signed by both parties		
Contract starts	01/03/2027	Contractor