STANWICK PARISH COUNCIL

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

MINUTES of COUNCIL MEETING

Date:	16th July 2026	
Venue:	Committee Room, Village Hall, Stanwick	
Time:	7.15 p.m.	
Present:	Councillors:-	S Kitchener in the chair
		J Ashby
		G Banks
		S Glanville-Hughes
		B Johnson
		G Konstantinidis
	Clerk to the Council	J Hodgson
	NNC Councillors	0
	Members of the Public	0

26.55 APOLOGIES

Apologies were received from Councillor Taylor. It was proposed and

RESOLVED

That Councillor Taylors apologies be approved.

Apologies were received from NNC Councillors Howell and Wright.

26.56 MINUTES

It was proposed and

RESOLVED

That the Minutes of the Council Meeting held 11th June 2026 be approved as a correct record and signed by the Chairman.

26.57 DECLARATION OF INTEREST

It was noted that the legislation had changed for the display of Councillors home addresses.

This change arises from the English Devolution and Community Empowerment Act 2026, which will remove the requirement for councillors' addresses to be listed on council registers of interest. This change means that there will be consistency across the sector for elected officials on the details available in the public domain.

North Northants Council have removed home addresses from the public view on their website. Should any Councillor wish to have their address in the public domain, this must now be requested in writing, this can be done by emailing their Democratic Services Team.

26.58 PUBLIC SPEAKING TIME

There were no members of the public present.

26.59 REPORT FROM NORTH NORTHAMPTONSHIRE COUNCILLORS

A written report from NNC Councillor Wright had been circulated prior to the meeting.

26.60 FOUR YEAR PLAN

There was a review of 2025-26 actions against the strategic plan, as shown in Appendix A. It was agreed that the Council was making good progress. No specific actions were identified.

26.61 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

Invoice reference	Debtor	Purpose	Amount	Date invoice issued	Date payment due
INV104	Stanwick Bowls Club	Printing	£15.20	25/06/26	24.07.26
INV106	Stanwick Bowls Club	Annual rent	£40.00	03/07/26	03/08/26

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.

It was noted that the external audit process is moving from a paper based report form to a digital format. The Clerk attended a briefing on the 'Digital AGAR' on 13th July 2026, hosted by Scribe Academy. It does create an accessible version for the website with redacted signatures which is positive. The portal will only become mandatory from 2029. For those using the portal in 2027 there will be a cash back incentive payment equivalent to the council's external audit fee.

ii. Receive a report in relation to VAT

It was noted that VAT claims for May and June , £587.09 and £555.58 respectively, have been received.

iii. Report in relation to PAYE

The first quarters payment to HMRC has been made.

iv. Grants received or given

There was no report to give.

v. Amendments to the Asset Register

There were no amendments required.

vi. Incident reports on council owned land

No reports had been received.

b. Report from the Internal Control Councillor

It was reported that the Internal Control examination had been completed on 14th July. All matters were satisfactory.

c. Schedule of payments

It was proposed and

RESOLVED

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

d. Electricity contract for street lights

It was noted that the Council's contract with Yu Energy was entered into in April 2024. It is due to expire April 2027.

26.62 REPAIRS & RENEWALS

a. Broken toddler see-saw & quote to repair (£640.00)

It was noted that the spring support of the Zingo Roko see saw have snapped. This is not covered by warranty as it is classed as a moving part and is outside of the two year warranty period. Two quotes have been received. It was proposed and

RESOLVED

That the quote from Greyhound Leisure be accepted.

b. Boundary fencing on Raunds Road for Parish Fields

It was agreed that the Council should explore options that provide longevity. The uprights made of wood are likely to require replacement within 20 years. Concrete uprights with galvanised metal poles as horizontals was suggested.

c. Boundary fencing at the Recreation Ground adjacent to Needham Road

It was agreed that the Council should explore options that provide longevity. Councillors will examine the site as per Minute 26.62 g below.

d. Sign for the Pocket Park/sign for 'Parish Fields'

It was proposed and

RESOLVED

That a new sign be commissioned for Raunds Road to replace the 'Pocket Park' sign with a sign for Parish Fields.

e. Recreation Ground car park boundary

It was agreed that the Council should explore options that provide longevity. A quote from Raybell for bollards made of composite material appeared to be cost prohibitive. Councillors will examine the site as per Minute 26.62 g below.

f. Upgrade/aesthetic enhancement of sign posts etc

It was proposed and

RESOLVED

That a quote from Mr Mission be accepted from Mr Mission to treat and stain the uprights of the banner structure in Spencer Parade gardens.

g. Site inspections by councillors (walkabouts)

Dates were set for the initial site inspections by Councillors.

26.63 PLANNING MATTERS

a. Planning consultations**:**

26/01658/FUL Retrospective application for siting an In Post Parcel Locker at Old School Rooms, High Street

Following a discussion covering the relevant material planning considerations, together with Council's Green Policy and the changes to how society operates, it was proposed and

RESOLVED

That the Council can see the positives and negatives of the presence of the In Post parcel locker where it is situated. The Council does have concerns regarding the lighting arrangements and the impact on adjacent neighbourhoods. The Council requests that mitigations measures are required to protect the amenity of local neighbours from the night time illumination. The location of the parcel locker is situated where double yellow lines are due to be introduced and these parking restrictions should be actively enforced to ensure emergency access can be maintained and allow traffic movements at this location.

NE/25/00220/FUL 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 At Chelveston Renewable Energy Park

It was proposed and

RESOLVED

Following consideration of this application Stanwick Parish Council fully endorses and supports the representation made by Chelveston Parish Council.

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**
26/00998/HFUL	Erection of a two-storey extension with internal alterations at 26 West Street St
26/00644/FUL	Change of use (currently Sui-Generis classification) to a Ground Floor Class E Premises and a First Floor Residential Flat. (Amended of previously approved scheme: 25/01615/FUL) at 2 High Street

c. Local Plan Scoping Report

It was noted that a response to the Local Plan Scoping Report has been submitted to North Northants Council.

26.64 MEETING/TRAINING REPORTS FROM COUNCILLORS

There were no reports given.

26.65 ROSE OF NORTHAMPTONSHIRE AWARDS 2026

It was noted that the nomination for Stanwick Races Group had been successful and the group has collected their award. Addition nominations were considered for the Rose award and the British Empire Medal.

26.66 PUBLIC BENCH

It was noted that the second new public bench has been installed and had been situated in Church Street. The footings for the bench and been arranged with WJ Carter & Sons, with the assistance of Stanwick Environmental Project (STEP). The Council had received a £2000.00 donation for the two new public benches.

£1433.44 2 x benches net (Glasdon)
£120.00 Bench installation at the top of Villa Lane
£220.00 Concrete pads for 2nd bench (invoice paid)
£120.00 Fixing 2nd bench (assumed cost)
£1893.44

It was proposed and

RESOLVED

That a small sign for The Pound be commissioned in the theme of a 'history' sign..

26.67 POLICIES

a. Scheme of delegation of Planning Applications

A scheme of delegation of Planning Applications where a decision is needed outside of the meeting schedule was considered, as North Northants Planning Authority appears to be becoming less flexible on response deadlines for Parish Councils and are removing the option for 'call in' by ward members were the set deadline cannot be achieved. The letter from the planning authority issuing notice of the planning application now states: "Should we receive comments after the deadline but before determination, we will take your comments into account but they will not trigger referral to committee, as outlined in the Council's Scheme of Delegation". It was proposed and

RESOLVED

That the scheme of delegation to the Clerk to respond to planning applications as shown in Appendix C be adopted with immediate effect authorises the Parish Clerk to submit planning consultation responses in accordance with its provisions. All Councillors are to be made aware via email of any applications being responded to under delegated authority and will be given the opportunity to express a view for the Clerk to consider.

26.68 MINUTES OF COMMITTEES

a. Minutes of the Events Committee Meeting

The Minutes were noted.

26.69 EVENTS

a. Health & Wellbeing Fair 5th September

The arrangements for the Fair were discussed. It was noted that Councillor assistance on the day would be required.

b. Christmas Fayre and light switch

The was a discussion on plans for the Fayre and plans for the lights switch on event. It was proposed and

RESOLVED

That £500.00 of the grants budget be ring fenced for equipment and materials to enhance the Fayre arrangements should purchases be required e.g. for a gazebo or backdrops that could be reused.

26.70 NEIGHBOURHOOD PLAN REVIEW

a. To note any matters arising

None

b. Housing Needs Survey

It was noted that final arrangements were being made with a view that the survey would be run in September 2026. N ACRE had been asked to provide a Heads of Agreement so that all parties had a clear understanding of roles and expectations.

26.71 CEMETERY

a. 'Buy back' terms for burial plots

It was proposed and

RESOLVED

That the 'buy back' terms for plots offered back to the Council should be included in the Cemetery Rules and be set out as:

"Where a grave space remains unused, the Parish Council will purchase the Exclusive Right of Burial, subject to the regulatory requirements being fulfilled, on the following terms:

The Administration fee will be deducted from the re-purchase amount

Date purchased	Re-purchase amount	Admin fee
Pre 1978	£1.00	£0
1st Jan 1978 to 31st December 1989	£1.00	£0
1st January 1990 to 31st March 2000	Pro-rata of the original purchase fee for the unexpired term of the Exclusive Right of Burial	£10.00

1st April 2000 to date	Pro-rata of the original purchase fee for the unexpired term of the Exclusive Right of Burial	£10.00

In the event that the level of administration fee exceeds the value of the remaining term the Council will purchase the Exclusive Right of Burial for a nominal sum of £1.00"

b. Headstone safety testing (by councillors)

A date was agreed.

26.72 COMMUNITY SAFETY

a. Matters arising

It was noted that there was a useful conversation at the Local Area Partnership (LAP) for Stanwick and Raunds on 13th July concerning potential joint efforts between Raunds TC and Stanwick PC to encouraging reporting of anti-social behaviour concerning motorised scooters, unregistered e-bikes and similar modes of transport.

It was noted a police operation week commencing 29th June 2026 resulted in one arrest.

b. First aid session to residents

It was agreed that hosting 90 min first aid session to residents as offered by the St John's Ambulance (one for adult care and one for baby and child care) would be very beneficial. There has been a good degree of initial interest expressed on Facebook. Proposed date is Saturday 7th November. It can be arranged alongside an ACRE Wellbeing Rural Visit that would cover hall hire costs.

It was suggested that the Parish Council should investigate the possibility of having a 'bleed kit' in the parish.

c. Speed Indication Devices (SID)

It was noted that data had been downloaded from both SID units and shared with councillors. It was agreed to capture data in 2 week blocks at the end of August and the start of September to give a comparative to the 2015 Traffic Audit report that was part of the Neighbourhood Plan evidence base.

It was suggested that the Council develops and promotes a have a 20mph zone in the centre of the village that encompasses Church Street, Spencer Parade, part of Raunds Road and part of High Street. Such zones had been achieved in Chelveston and Denford. It was noted that public consultation should be undertaken to assess the level of support to the Council's request to Northants Highways.

It was suggested that the Council makes enquiries to purchase it own hand held speed camera for local deployment. Further enquiries are to be made, probably through the Office of the Police Fire & Crime Commissioner.

26.73 GROUNDS MAINTENANCE

a. Box shrubs at St Laurence Church

It was note that the two diseased box shrubs at St Laurence Church have been removed but still required cutting to ground level. It was agreed that Cllr Ashby could do this.

The Clerk is arranging a meeting with the NNC Conservation officer, on the advice of Heritage England, to discuss the deterioration of the concrete access point to the war memorial.

b. Contract performance log

The current contract performance was discussed with some concerns identified.

c. Contract tender progress

It was noted that an initial review of the Contract specification had taken place and councillors were asked to contribute suggestions for other changes.

d. Trees overhanging Spencer Parade Garden

It was agreed that the clerk should contact the property owners of High Street where their trees overhang the Spencer Parade gardens to request that dead wood is removed in the interests of public safety.

e. Amenity space at the junction of The Avenue and Newbridge Lane

The grass amenity area at the junction of The Avenue and Newbridge Lane, is not owned by the Parish Council, but has been maintained at public expense for many decades. The area was inherited for maintenance purposes from Raunds Town Council. It was noted that the established trees appeared to be reaching the end of their life. It was agreed that consideration should be given to how this space could be better utilised and/or landscaped. It was agreed that the established trees should be examined with a view to removal if appropriate.

26.74 HIGHWAYS MATTERS

a. To note any matters arising

There were no reports given.

b. Red Lion roundabout & Wetenhall Rd junction improvements

It was noted that a full response is still outstanding. This is to be followed up again through the ward councillors.

c. Meeting with Highway representatives

It was proposed and

RESOLVED

That Mr T Page be appointed the Parish Council highway representative and be authorised to attend any meetings between the Parish Council and Northants Highways given his extensive local knowledge in these matters.

26.75 PARISH FIELDS

a. Minutes of the Community Garden Committee Meeting

The Minutes were noted.

b. Agreement between the Community Garden Committee and the Council

Further to Minute 26.43, a draft of a revised agreement between was discussed. This had been shared with the Community Garden Group. A proposed code of conduct for their committee members had also been offered to them.

c. Pocket Park Group grant application to Groundworks

It was proposed and

RESOLVED

That having been provided with details of the grant application to Groundworks by Stanwick Pocket Park Group for a project entitled 'A new welcome to Stanwick Pocket Park', the Parish Council supports the application and authorises the signing of the landowner consent form.

d. Parish Fields Survey

Further to Minute 26.30 c, it was noted that a Parish Fields Survey was launched 1st July 2026 and closes 31st July.

26.76 GROUP AGMS

The Council is not aware of any upcoming group AGMs.

26.77 NCALC AGM

It was noted that the NCALC AGM would be held on 3rd October. It was proposed and

RESOLVED

That in the absence of a councillor attending the NCALC AGM, the Clerk shall be duly authorised to vote on behalf of the Council.

26.78 LIST OF CORRESPONDENCE

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

26.79 NEXT SCHEDULED MEETINGS

20th August 2026 Staffing Committee 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 Fair
3rd October 2026 NCALC AGM
8th November 2026 Remembrance Sunday
29th November 2026 Stanwick Christmas Community Fayre Sunday

Meeting closed: 21.15

Chairman

Appendix A

Review of Year 1 of the Four Year Plan
Background
This Plan sets out Stanwick Parish Council's vision, purpose, values, objectives and priorities, focusing on what the Council can achieve directly or influence through partners. It will guide actions until the May 2029 parish elections and will be regularly reviewed and updated to monitor progress and add new action plans.
The Plan is made up of four pillars
Pillar 1 To develop the environment and sense of place of Stanwick
Pillar 2 To further develop the sense of community and belonging and to raise our identity locally and further afield
Pillar 3 To be a place where people can thrive and want to live
Pillar 4 To be an effective Council that represents the people of the parish
Review
Pillar 1 :
P1.1 A number of assets are deteriorating due to age (parish fields fencing; fencing at recreation ground). Project plans and funding required. New agenda category line from July 2026: Repairs & Renewals

Budgets being built for maintaining facilities (church yard; play area; cemetery improvements)
P1.2 Wildflower beds have not proceeded due to hot summer conditions. Viability in light of climate change (hot, dry summers) needs to be understood to ensure a good use of public money.

Member Empowerment Fund grant secured for tree planting. Proper ground preparation required to maximise success of the project

Councillor appointed as Climate and Nature Champion

Butterfly Bank has not been a success

P1.3 Grant application for 2 additional name signs (Chelveston Road & Higham Road) was not successful

In talks with Magenta Estate Agents for a noticeboard at Mallows Grange

'Corporate' colours for benches and notice boards agreed.

Council crest being used.

Structure for displaying banners built

Plans to create better local signage (i.e. the new recreation ground sign for Raunds Rd. Potential new sign for Parish Fields)

Pillar 2 :
P2.1 Events Community Committee and Stanwick Diary Dates are working well. Good team of volunteers to deliver Stanwick Diary Dates
P2.2 Community Consultations have been undertaken (Spencer Parade traffic issues; Neighbourhood Plan reboot; communication channels)
P2.3 The Parish Council logo is more used where ever possible
P2.4 The website and Facebook is being used. Greater assessment of website traffic should be undertaken
P2.5 Two nominations to the Rise of Northamptonshire Award have been successful.
P2.6 No legacy projects have been delivered

Piller 3 :
P3.1 Action to promote safer crossing of the A45
P3.2 Working with the Stronger Communities Officer. Community engagement completed
P3.3 CPR course hosted

Safer in Stanwick held Sept 2025

P3.4 Working with NNC Community Safety Team re antisocial behaviour.

P3.5 New Speed Indication Devices purchased with grant funding. Data downloaded 09/07/26

Application submitted to upgrade zebra crossing to Puffin crossing and new Puffin crossing on West Street

Pillar 4 :

P4.1 Five councillors have completed the Foundation stage of the Councillor Development matrix

P4.2 Clerk has CiLCA qualification

P4.3 Clerk has taken opportunities to enhance knowledge as reported at the March meeting

P4.4 Application made to the Community Governance Review to increase the number of councillor seats
P4.5 No progress with the Local Council Awards

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
RL Wheeler	Buy back of 2 grave plots	JA GB	£340.00	0
Internal transfer	Cash flow	JA GB	£10,000	0
Adrian Pendred	Recreation ground sign Raunds Road	MT GB	£180.00	£30.00
WJ Carter & Sons	Concrete pads for new bench	MT 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
J Hodgson	Vinyl banner; stamps		£46.22	£6.49
Stanwick Village Hall	Meeting room hire Jul 2026		£22.00	0
Mr Mission Contracts	Repairs & renewals		£335.00	0
Northants CALC	GK Training		£63.60	£10.60

The above payments were approved at meeting 16/07/26
_____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
25.06.26	DDM	Flotek	Broadband & phone services	67.04	£11.17
30.05.26		Unity Trust Bank	Service charge June 26	£7.00	0

Date	Method	Payee	Purpose	Amount	VAT element
30.06.26		Nat West	Transaction fees June 26	£0.35	0
02.07.26	STD	Stanwick Village Hall Trust	Parish Office rent July 26	£240.00	0
09.07.26	STD	Northants Pensions	Pension contribution June 26	£534.18	0
09.07.26	DDM	Yu Energy	Electricity for street lights June 26	£22.08	£1.05
13.07.26	DDM	Public Works Loan Board	Loan payments x 2	£2076.69	0
15.07.26	DDM	Wave	Water rates	£10.00	0

Table 5: Money received since the last meeting:

Date	Payer	Purpose	Amount
04.06.26	HMRC	May VAT reclaim	£587.09
22.06.26	Stanwick Pocket Park Group	Xmas x 2 stalls	£10.00
24.06.26	Blenkharn	Memorial Gadd	£105.00
24.06.26	W Wall	Interment & grant of right of burial	£300.00
29.06.26	Stanwick Village Hall	Print invoice	£20.25
30.06.26	Unity Trust Bank	Interest (quarterly)	£437.97
30.06.26	Nat West	Interest monthly	£30.00
03.07.26	Bethan's Boutiques	Xmas x 1 stalls	£10.00
03.07.26	Tracys Hooks Xmas	Xmas x 2 stalls	£20.00
06.07.26	S Nunley	Xmas Stall x 1	£10.00
06.07.26	Stanwick Rovers FC	Annual Rent	£150.00
06.07.26	HMRC	Reclaim June VAT	£555.58
06.07.26	Stanwick Pocket park Group	Print invoice	£23.00
09.07.26	2nd Raunds Scouts	Xmas Fayre stall IV	£5.00
14.07.26	L Jones	Xmas fayre stall x 2 NIV	£20.00
14.07.26	Truly Personalised	Xmas Fayre stall x 1 NIV	£10.00

Appendix C

Scheme of Delegation for Parish Clerk – Planning Consultations

Purpose

This Scheme of Delegation authorises the Parish Clerk to submit responses on planning applications on behalf of the Parish Council in specified circumstances, ensuring consultation deadlines can be met while maintaining democratic accountability.

Where ever possible Planning Applications will be considered in a Council setting unless it is necessary to invoke section 5.

In all cases the notification email from North Northamptonshire Council will be forwarded to Councillors to enable paragraph 4.4 and section 9 to apply.

1. Legal Basis

This Scheme is adopted under the Parish Council's powers to arrange the discharge of its functions through officers where permitted by law and subject to the Council's Standing Orders and Financial Regulations.

The Parish Council remains the consultee. The Clerk acts only as the Council's delegated officer.

2. Principles

The Clerk shall:

- Act impartially and objectively.
- Consider only material planning considerations.
- Have regard to:
    - The Local Plan.
    - Neighbourhood Plan (where applicable).
    - National planning policy.
    - Previous Parish Council planning resolutions.
- Record all delegated decisions.

3. Applications Suitable for Delegated Response

The Clerk may submit a response without prior Council approval where:

A. No Objection Cases

The application:

- Appears consistent with planning policy;
- Raises no significant local concern;
- Has generated no written objection from councillors; and
- Is one of the following:
    - Householder extensions.
    - Conservatories.
    - Garages.
    - Outbuildings.
    - Fence and wall applications.
    - Tree works.
    - Advertisement consent.

- Minor amendments to approved schemes.
- Lawful Development Certificates.

Response:

"The Parish Council has no objection to this application. Subject materials being sympathetic to the existing dwelling and the street scene and that there are no material objections from nearby properties."

B. Consistent with Existing Council Policy

Where:

- The Council has previously adopted a planning position on a substantially similar proposal; or
- The application clearly accords with an adopted Neighbourhood Plan policy.

Response:

Support or no objection in accordance with the adopted policy position**.** Subject materials being sympathetic to the existing dwelling and the street scene and that there are no material objections from nearby properties.

C. Technical Consultation Responses

The Clerk may submit:

- Requests for conditions.
- Requests for highway, drainage, biodiversity or heritage assessment.
- Requests for compliance with adopted planning policy.

Provided:

- No objection in principle is being made.

4. Applications Requiring Council Consideration

The Clerk shall refer the application to Council where any of the following apply:

4.1 Major Development

- 10 or more dwellings.
- Major commercial development.
- Major infrastructure proposals.

4.2 Significant Community Impact

- Loss of community facilities.
- Development affecting public open space.
- Development affecting listed buildings or conservation areas.
- Applications attracting significant public interest.

4.3 Departure from Policy

- Development contrary to:
    - Local Plan;
    - Neighbourhood Plan;
    - Previously stated Council position.

4.4 Councillor Request

- Any two councillors request consideration by Council.

4.5 Public Objections

- Three or more written objections received by the Parish Council.

4.6 Parish-Owned Land

- Applications involving Parish Council land or assets.

5. Urgency Powers

Where:

- A consultation deadline falls before the next Council meeting; and
- An extension cannot be obtained;

the Clerk may respond after consultation with:

- The Chair; and
- Vice-Chair (or another nominated councillor if unavailable).

The decision shall be reported to the next Council meeting.

6. Delegated Objections

The Clerk may submit an objection only where:

- The proposal clearly conflicts with adopted planning policy; and
- The objection follows a previously adopted Council policy position; or
- The Chair and Vice-Chair agree the objection reflects established Council policy.

The objection must identify specific material planning grounds.

7. Matters Not to Be Considered

Responses shall not be based upon:

- Personal preference.
- Competition between businesses.
- Property values.
- Private disputes.

- Loss of view.
- Matters unrelated to planning law.

8. Record Keeping

The Clerk shall maintain a Planning Delegation Register recording:

- Application number.
- Site address.
- Date received.
- Nature of application.
- Delegated decision.
- Date response submitted.
- Reason for decision.

The Register shall be reported to the next ordinary meeting of the Council.

9. Member Call-In Procedure

Any councillor may request within 7 days of notification that an application be considered by Council rather than under delegated powers.

The request must identify a material planning reason.

10. Review

This Scheme shall be reviewed annually by the Parish Council as part of the annual review of Delegation of Powers to the Clerk.

Version	Date adopted	Minute ref
1	16/07/2026	26.67

Appendix D

List of correspondence 15th May 2026 to 9th July 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	Rushden TC The Mayor is Having a Barn Dance - Friday 19th June			
2	Rushden Town Council's Annual Meeting & Mayor Making 2026/7			
3	Have your say on the draft Play Area Strategy for NN			
4	Northants CALC Training Newsletter - Tuesday's Training Treat	X		

	Title	C'llor	Web site	F'bk
5	NCALC Friday mini eUpdate - 15/05/26	X		
6	Complaint Handling - Guidance for Town and Parish Councils	X		
7	NNC Local Link newsletter #21	X	X	
8	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
9	Newly Appointed Chairman of Thrapston Town Council			
10	Have your say on the first stage of the North Northamptonshire Local Plan	X		
11	NCALC Friday mini eUpdate - 22/05/26	X		
12	North Northamptonshire Local Plan - Scoping Consultation	X		
13	Newly Appointed Mayor and Deputy Mayor of Irthlingborough			
14	Invitation: Sunday Lunch with the Mayor Higham Ferrers			
15	Isham Neighbourhood Plan:			
16	Notification of upcoming works - A14 junction 4 to junction 7 filter drain renewals			
17	Northants ACRE Newsletter	X		
18	Aspire NN Ebulletin 22 May 2026			
19	Members Training on Affordable Housing & Planning: session recording	X		
20	Higham Ferrers Invitation: Dance the night away 24th July			
21	NNC Local Link newsletter issue 22	X	X	
22	Northants CALC eUpdate - May/Jun 2026	X		
23	OSS May updates: Register for our AGM	X		
24	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
25	Thrapston Town Council Civic Service			
26	NCALC Friday mini eUpdate - 05/06/26	X		
27	The Open Spaces Society Summer magazine and 2026 AGM	X		
28	Northants CALC Training Newsletter - Tuesday's Training Treat	X		
29	Town and Parish Council Briefing - Local Plan Scoping Consultation (slides & recording)	X		
30	NCALC Friday mini eUpdate - 12/06/26	X		
31	NCALC Friday mini eUpdate - 19/06/26	X		
32	NNC Local Link newsletter issue 23	X	X	
33	NCALC Friday mini eUpdate - 26/06/26	X		
34	Northants CALC Training Newsletter - June 2026	X		
35	June updates: Vote in our AGM | Deeds, not words	X		
36	NNC Local Link newsletter issue 24	X		
37	NCALC Friday mini eUpdate - 03/07/26	X		
38	Mayor's Proms in the Park - Saturday 5th September 2026			
39	NCALC Training Newsletter - Tuesday's Training Treat	X		

End