

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at the Village Hall, Butcher Lane, Boughton, on Monday 18th August 2025 at 7.00p.m.

In Attendance:

Councillors: Cllr Simon Phipps (Chair of the meeting), Cllr Rosie McDonnell, Cllr Andy Gibson, Cllr Jonathan Sambrook, Cllr Helen Chappell, Cllr Carolyn Penny & Cllr Lorraine McEllin (Parish Clerk – Ciara Wanstall)

Ward Councillors: Cllr John Slope (Moulton Ward), Cllr Pete York (Moulton Ward)

Apologies: Cllr Tracey Redwood, Cllr Susan Gaskell (Moulton Ward), Cllr Andy Gibson, Cllr Karen Fletcher,

Members of the Public: 7

25/3415 - Welcome

Cllr Simon Phipps ("the Chair") welcomed everyone to the Ordinary Meeting of the Parish Council.

25/3416 - Apologies for Absence

Cllr Redwood and Cllr Fletcher gave apologies for the meeting. These were accepted.

25/3417 - Declarations of Interest (on Agenda items only)

There were no declarations of interest to report.

25/3418 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 21st July 2025

***Resolved:** to accept the minutes of the last ordinary meeting of the Council on 21st July 2025 as true and accurate records. The minutes will be signed by the Chair.*

Action: Chair

The Chair noted the Parish Council have received two applications of interest for co-option. He requested item 24 "discussion of Co-option of Councillors" is brought forward to the next item.

25/3420 – Co-option

***Resolved:** to co-opt Rev Trott and Paul Mabbutt on to the Parish Council. They both accepted their declaration of office and joined the meeting as Councillors. Clerk to arrange all relevant forms to be duly signed.*

Action: Clerk

25/3421 - Public Open Forum Session

The Chair noted the Council would like comments about the NWRR to be discussed at item 6.

Judy Shephard referring to item 13, noted she has put a lot of effort into 'All About Boughton' for the past 3 years. It is 460 pages long, with 16 pages of colour photographs. She requests support from the parish council to make the publication of the book affordable for everyone.

Tony Boullmier said he has read the book twice. He has personally had 6,000 books printed with the proposed publisher and noted they are recognised for their reputation. He emphasised the importance of the book being the legacy of the parish.

Resolved: to move item 13 of the agenda (Consider £1,560 contribution to publish "All about Boughton" by Judy Shephard) to after item 6 – NWRR).

A resident requested an update on the CIL project "water at the allotments". The Chair noted there are legal queries outstanding and the Council await an update from the CIL applicant. The resident requested the Parish Council chase for an update.

Resolved: to ask the Parish Clerk to request an update from the allotment holders regarding their CIL application.

Action: Clerk

25/3420 – NWRR

- a) Clerk to report update on meeting held with Cllr Butler & WNC officers on 5th August 2025.

The Chair read a statement to summarise the position to date:-

- After reading out Condition 25 of the planning permission for the NWRR, he noted the traffic ameliorating options taken to public consultation by WNC were:-
 1. 20 mph traffic calming zone with cushions.
 2. closure of Moulton Lane. Single access via Vyse Road.
 3. do nothing, but the Parish Council do not accept it is a credible option.
- The Parish Council maintain their consultation survey was more accurate and representative than WNC's, as they verified names and removed duplicates.
- Noting the traffic data previously reported and that 74% of the parish supported road closure, the Parish Council formally resolved not to support WNC's recommendation of a 20mph zone and requested closure of Moulton Lane on 21st July.
- On 5th August, Cllrs Phipps, Penny, and McEllin, along with the Clerk, attended a meeting with Cllr Butler (WNC cabinet member), Stuart Timmiss (The Executive Director for Place, Economy and Environment) & Nick Henstock (Assistant Director for Highways)
 - WNC confirmed they could not support a road closure and the emergency services had also raised objections.
 - The Cllrs put forward their case for closure citing traffic modelling and photographs of congestion in the village, laid out on the table and that a congested Moulton Lane would be far harder to navigate for emergency services than if the road was closed.
- Following this meeting, the Parish Council took independent legal advice from a Legal Planning consultant at Shakespeare Martineau LLP, with 30 years experience.
 - The advice noted that planning condition 25 is valid and enforceable in requiring consultation with the Parish Council but it does not give the Parish Council a veto over the scheme. So, whilst WNC must consult with the Parish Council, the final decision is WNC's. The advice concluded a direct challenge to their decision is likely



to result in little success, as the courts rarely interfere with exercising planning judgement as it is a matter for the decision maker.

- The Chair summarised that whilst Boughton Parish Council cannot legally force a road closure, they hope to hold WNC to account on anything they offer in writing, which currently is the following:-

“WNC commit to: -

- The installation of a traffic calming scheme within Boughton based on the two schemes options 1A and 1B shared during the recent public engagement.
- The design of this scheme will be finalised at a workshop between WNC, Kier and representatives of Boughton Parish Council as soon as possible following the agreement of this proposal.
- The agreed scheme will be implemented prior to the opening of the NWRR.
- Traffic count monitoring equipment will be installed on Vyse Road, Moulton Lane and High Street, Pitsford in order to collect at least 2 weeks data after schools have returned following their summer break and prior to any works commencing in Boughton to install the traffic calming scheme to provide a baseline of activity.
- Monitoring of the traffic volumes will continue for 18 months following the opening of NWRR. The data collected will be shared with Boughton Parish Council on a monthly basis. A meeting will be held every 3 months between WNC and Boughton Parish Council to consider the data collected.
- The expected natural growth without NWRR over the 18 months is 2.1%. WNC commit to reviewing the implemented scheme with Boughton Parish Council should the collected data show that monthly average peak hour traffic volumes within Boughton have increased by more than 2.1% within 18 months, following the opening of NWRR, allowing for an initial settling in period of 6 months from the opening of NWRR.
- WNC will also consider how best to enforce the existing 7.5T weight restriction that exists through Boughton and will also meet with representatives of Boughton Parish council to consider what other improvements could be made to reduce the impact of traffic within Boughton.”

The Chair noted WNC propose to draft a Memorandum of Understanding based on the proposal, should the Parish Council agree. The proposal currently does not specifically refer to a road closure, which is something to be considered when the Memorandum of Understanding is drafted.

The following points were made during Councillor discussions:-

- ensuring the Council understand how 2.1% looks in real traffic numbers
- it was thought the road might open in October/November but WNC have not confirmed
- the Working Group should include reference to the heritage and historic assets of the village being protected in their “wishlist”
- Could the Working Group ask for methodologies regarding the traffic assessments, road capacity assessments etc. Is the traffic model based on urban or rural settings?
- WNC’s plan seems irrational, and the roads are in some places single track and unsuitable for any increase in volume
- The traffic calming measures need to be effective, not like the pinch point on Moulton Lane which encourage drivers to race through

- Would rising bollards overcome the emergency services objections? Cllr McDonnell noted she spoke with the head of EMAS and he noted that these typically have 24hr surveillance and that the police are also very anti-bollards
- Should the Parish Council instruct a traffic consultant to sit on the Working Group?
- The Council need binding thresholds, a legally binding document and would request Ward Cllr support them, if the scheme doesn't work, we must find something that does work.
- Concerns around trust were raised and it was suggested the best solution going forward was the legal documentation. It was queried if the Council would make their own enquiries with the emergency services to understand their objections to the road closure.
- It was suggested the working group clarify exactly when the 18-month period begins.
- It was noted there were surveyors in the village earlier that day, comments were made that it was disappointing that WNC could not have waited 1 day for the Parish Council to meet.
- It was recognised that the parish council are in a difficult situation, but they need to be realistic about the chances of success and negotiate with WNC in the best interests of the parish.
- The Council could press their case for road closure but they do take the risk that if the challenge is unsuccessful, they have lost any potential benefits the working group could have brought.

Residents raised various points:-

- What the Ward Cllrs stance on 20mph were? Cllr Slope said he was not particular in favour.
- Could Stuart Andrew MP add any weight to the situation
- The WNC would have included votes from people who use the village as a rat run, noise levels need to be considered and why can't WNC install signs saying no through route and enforce it, allowing the emergency services to still use the open road.
- Clarification around the baseline and whether it factors in 13 weeks of schools holidays
- Whether noise and air quality thresholds could also be implemented.
- Whether the owner of the cricket pavilion, would allow emergency vehicles access.
- The presentation at the Village Hall 6 weeks ago, said 80% of motorists ignore 20mph limits.
- The options seemed binary, should the data factor in where the cars are going, i.e. data to show if closure of the 'wine glass' to the industrial estate may have had a better impact.
- They wanted speed of vehicles (not just volume) back on the agenda

- b) Resolve a budget of up to £5,000 plus VAT on legal advice. Receive report from Shakespeare Martineau LLP

Resolved: to approve a legal budget of up to £10,000 plus VAT in respect of the NWRR and condition 25 of the planning condition. Noting £2,000 plus VAT of the budget is to be allocated for advice from Shakespeare Martineau LLP.

Resolved: to note the legal opinion of Shakespeare Martineau LLP on the enforcement and interpretation of planning condition 25 of the NWRR - 19/00045/CCDFUL. Agree to delegate authority to the Parish Clerk to pay up to £2,000 plus VAT upon receipt of a valid invoice.

Action: Clerk

- c) Update the Council's response to WNC in respect of condition 25 of the planning permission for the NWRR



Cllr Penny queried with the Ward Councillors as to what they could do to help the Parish? Cllr York suggested the Parish go with experiment; it may educate people who come through the village to find an alternative route.

As to whether the Council should accept WNC's proposal, a recorded vote was requested. 7 Councillors voted to agree to WNC's proposal. 1 Councillor abstained.

***Resolved:** to ask the Parish Clerk to request WNC draft the Memorandum of Understanding, as set out in their proposal, which will be forwarded to the Council's solicitor for legal comment. The Parish Council would expect the Memorandum of Understanding to note the opportunity to look at road closure if the traffic data is not within the agreed levels.*

25/3421 – Consider £1,560 contribution to publish “All about Boughton” by Judy Shephard

The Chair noted it was previously raised that other self-publishing organisations would be cheaper. The Chair said he had spoken to Judy and that the quality cannot be measured.

***Resolved:** to agree to contribute £1,560 to Judy Shephard's publication of “All About Boughton”. Judy is to provide an invoice to the Clerk for payment to be made.*

Action: Clerk

25/3422 – Planning Applications for Comment:

2025/2486/S73 - Beech House, Butchers Lane, Boughton, NN2 8SL. To increase size of extension by 1.5m of approved 2025/0088/FULL [Single and two storey rear extension]

***Resolved:** to respond the Council finds this application to be very similar to the last approval. The Council kindly request officers check that the positioning of the new windows does not cause any overlooking issues for neighbouring properties (i.e The Leas).*

Action: Clerk

25/3422 - WNC consultation on Draft Statement of Community Involvement for the Planning Service – Response required by 25 August 2025

***Resolved:** to not respond.*

25/3423 – Note WNC consultation on Draft Northampton Local Cycling and Walking Infrastructure Plan (LCWIP) closes on 5th October 2025

The Chair noted he attended 2 or 3 workshops, he suggested links between Boughton, Moulton and Pitsford to be improved as lots of children walk down the country roads.

***Resolved:** to ask Parish Clerk to request a PDF copy of the online consultation*

Action: Clerk

25/3424 – Council to consider WNC's Street Naming Consultation for the North West Relief Road

The Clerk reported Judy Shephard provided 13 suggestions, which were circulated to the Council prior. Harlestone Parish Council propose the name Gorse Valley Way.



Resolved: to respond with Progress Way, as 'progress' was the old field name near the Windhover.

Action: Clerk

25/3425 - Clerk to report on the play equipment purchased with CIL funds. Consider a resolution to delegate authority to the Parish Clerk to gift the equipment to the Pocket Park Committee upon completion of the contract.

The Clerk noted as the embankment slide could no longer be provided by the supplier, equipment and installation to the value of £10,096.86 (excluding VAT) has been shortlisted.

Resolved: to approve the order of the play equipment up to the value of £10,096.86 (excluding VAT) and delegate authority to the Clerk to action accordingly.

As before, the Council intend to supervise and sign off the contract to lawfully re-claim the VAT and subsequently gift the equipment to the playing park committee for no consideration.

Resolved: to gift the play equipment to the Boughton Playing Field (charity number: 275790), also known as Boughton Pocket Park. Delegate authority to the Clerk to action the gift upon successful completion of the contract. Clerk to update the Council's asset register.

Action: Clerk

25/3426 - Buckton Fields – Community Centre – Review Taylor Wimpey's proposed change to the bi-folding doors. Clerk to confirm if there is a financial implication

The Chair reported due to fire regulations, the bi-fold doors now consist of one fixed fire door, 4 bi-folding panels, three folding to the left and one door opening 90 degrees. The Clerk reported Taylor Wimpey confirmed there was no price difference for the new bi-fold doors.

Resolved: to ask the Clerk to confirm to Taylor Wimpey they are happy with change.

Taylor Wimpey has proposed a new Target Date of 28 November 2025 to complete the works on the Community Centre. Howes Percival have circulated an updated contract.

Resolved: to include the Community Centre on the September meeting agenda

Action: Clerk

25/3428 - Nominate two trustees of the Richard Humfrey Charity

Resolved: to respond they nominate Carolyn Penny

Action: Clerk

25/3429 - To appoint a Climate & Nature Champion to represent the council in matters relating to the climate, nature, and the environment – NCALC scheme

Resolved: to defer until the September meeting.

Action: Clerk

25/3430 - Boughton Fair 2026 - updates, if any

Resolved: to note they have no preference as to the date but would agree to support the event with up to £5,000.

Action: Clerk



25/3431 - CIL

a) Clerk to report summary of funds anticipated

Planning Ref:	Expected	Amount	Notes
2023/6417 Fieldhead, Moulton Lane	October 2025	£22,248.63	
2024/2885 Buckton Fields – Taylor Wimpey	April 2026	£37,372.25	
2024/1092 Greenbank, Spring Close	Not commenced yet	£9,512.99	Not due unless commences
TOTAL ANTICIPATED:		£69,133.86	

The Clerk confirmed in addition to the anticipated funds, £23,189.62 is currently in the CIL bank account (not yet earmarked).

The Council confirmed the recent CIL payment of £1,182 (inc VAT) to Bedrock Designs Ltd for the Village Hall re-design fees, was an additional entry (not deducted from the £180,000 allocation).

b) Update on ANPR cameras installed with CIL funds

The Clerk reported the police contact was only able to provide a vague update given the nature, he noted:-

- The cameras give alarms for various things such no insurance/MOT/Tax to being involved in crime, stolen etc. The cameras are routinely notifying us about vehicles we need to stop, and that we are stopping as a result.
- On one occasion in the last 6 months those cameras helped us identify a cloned vehicle that had been used for stealing cars across the country without keys. That ultimately ended up in us locating and arresting the occupants in the vehicle.

25/3432 – Street Lighting - Approve budget of up to £1,600 plus VAT, for street lights in Spring Close, delegate authority to the Clerk to instruct the contractor.

Resolved: to approve £1,600 + VAT budget and delegate authority to the Clerk to implement the project upon receipt of two further quotes.

Action: Clerk

25/3433 - Environment

Cllr Slope and Cllr York left meeting.

- a) Trees at Spring Close/Jackson Fields – the Clerk reported the trees are within the Conservation Area. The Tree Preservation Officer at WNC confirmed he would not ordinarily TPO a tree in the Conservation Area. He noted if work is carried out on the trees, a fine of £2,000 per tree could be imposed and a fine of £20,000 if a tree is felled.
- b) Agree scope of project to replace dead Hawthorn trees on Howard Lane. Consider budget.



Resolved: to note the Council are not supportive of 4 trees being replaced due to the significant costs of the project, including ongoing maintenance. They request Cllr Paul Mabbutt review the matter and report back to the September meeting.

Action: Clerk

25/3434 – Permissive Footpath

Resolved: to note in line with Financial Regulation 5.10 for the Clerk to seek to achieve value for money, the Council accept the proposed quote of £250 + VAT for Moulton Developments Northampton Limited to install the kissing gate. Cllr Phipps to liaise with the Clerk.

Action: Chair & Clerk

25/3435 – Finance/Legal

- a) Note payments made since the last meeting and approve proposed cheque payments for August 2025

18 August 2025 (2025-2026)

Boughton Parish Council DRAFTPAYMENTS & RECEIPTS LIST 43 TO 52

Voucher	Ref	Name	Description	Amount
43		Maria Sadler (Mat cover) Parish Clerk	Payment - Maria Sadler refund overpaid sal	90.00
		<i>final salary overpaid by £90. Maria reimbursed and paid directly into the Unity Current Account.</i>		
44		NatWest Bank	Payment - CHAPS fee for transferring CIL ft	-23.00
45		Aviva Pension	Payment - Pension Contribution (June 25)	-278.28
46		Aviva Pension	Payment - Pension Contribution (July 25)	-92.39
47		SSE Electricity	Payment - Electricity (June 25)	-77.17
48		Talk Mobile Ltd	Payment - Clerk Mobile Phone (July - Aug 2	-4.95
49		Sutcliffe Play Ltd	Payment - Play Equipment	-88,542.88
50		Aviva Pension	Payment - Pension Processing Fee	-23.00
51		NatWest Bank	Payment - CHAPS fee transfer to Unity Ban	-23.00
52		Unity Trust Bank	Payment - Service Charge for bank account	-6.00
TOTAL				-88,980.67

NCALC reported the unions and Local Government Employers agreed a 3.2% pay award for 2024/25 for local government staff, including parish council clerks. The new pay scale equates to an extra 61p an hour.

Invoices in respect of the proposed payments have been examined, verified and certified by the RFO.

Resolved: to approve the cheque payments made between Council meetings and the proposed cheque payments for 18th August 2025: -

Boughton Parish Council DRAFTPAYMENTS LIST 53 TO 0

Voucher	Cheque	Name	Description	Amount
53	online 2	Ciara Wanstall	Clerk Salary + expenses (August 25)	1,775.42
54	online 3	Brown and Barden	Grass Cutting (July 25)	1,056.00
55	online 4	Boughton Village Hall	Village Hall Hire (July & August 25)	120.00
56	cancel 2650	Boughton Village Hall	Village Hall Hire (July 25)	-60.00
57	online 5	Mark Frost	Lengthsman (June + July 25)	123.09
58	cancel 2644	Mark Frost	Cancel chq 2644	-52.50
59	Online 6	Howes Percival	Community Centre Legal Fees	3,962.27
TOTAL				6,924.28



Resolved: to ask the Clerk to update the bank mandate, as discussed.

Action: Clerk

b) Note Verification Officer's report - This item was deferred to the next meeting.

25/3436 – WNC Councillors Report on Matters arising

Nothing to report.

25/3437 – Urgent Matters – notified to the Chair before the meeting

The Clerk reported a resident requested comment from the Parish Council as to whether they had read the traffic reports prepared by Malcolm Sanderson. The resident said a Parish Councillor had confirmed to them that they were not aware of their family tragedy resulting from a significant road traffic accident (years prior). Yet the details of the accident were reported in the survey which was given to the Parish Council.

***Resolved:** to ask the Parish Clerk to respond noting that the Parish Council recognise the danger of the roads and at the meeting with WNC on 5th August, the issue of accidents, fatalities and near misses was raised. Photographs of the congested roads were laid on the tables and WNC were asked to look at them so they could see the chaos parishioners deal with daily. The case for road closure was put forward yet again but WNC could not support the proposal, as detailed earlier in the meeting.*

The Clerk reported a telephone conversation with a resident regarding flooding in their basement, believed to be caused by a burst pipe in the Highway but they are not getting anywhere with the issue. The Clerk awaits further details via email.

25/3438 - To review items for discussion at future meetings

The Clerk reported it has been suggested to have a defibrillator at the Whyte Melville pub. The Council were generally in support, but no Councillor volunteered to take this project forward.

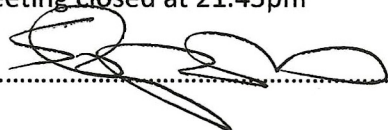
Cllr Trott said he intends to bring an agenda item to the next meeting regarding the old churchyard.

25/3439 Note the next Parish Council Meeting

Full Council Meeting – Monday 15th September 2025, 7.00pm at the Village Hall

The meeting closed at 21.45pm

Chair



Date: