

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at the Village Hall, Butcher Lane, Boughton, on Monday 15th September 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, Cllr Tracey Redwood, (Parish Clerk – Ciara Wanstall)

Ward Councillors: Cllr Pete York (Moulton Ward)

Apologies: Cllr Paul Mabbutt, Cllr Karen Fletcher, Cllr Stephen Trott, Cllr Susan Gaskell (Moulton Ward), Cllr John Slope (Moulton Ward)

Members of the Public: 2

25/3440 - Welcome

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

25/3441 - Apologies for Absence

Cllrs Mabbutt, Fletcher and Trott gave apologies for the meeting. These were accepted.

25/3442 - Declarations of Interest (on Agenda items only)

There were no declarations of interest to report.

25/3443 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 18th August 2025

***Resolved:** to accept the minutes of the last ordinary meeting of the Council on 18th August 2025 as true and accurate records. The minutes will be signed by the Chair.*

Action: Chair

25/3444 - Public Open Forum Session

The Chair noted the Council would like comments about the NWRR to be discussed at item 6. No further comments were made.

25/3445 – NWRR

- a) Update on Working Group meeting(s) held with WNC/Kier representatives

Cllr Carolyn Penny summarised: -

- the Working Group met at WNC's offices and subsequently carried out a site visit around the village. The current drawing produced is the 4th version.
- It is proposed to have new signage by the Windhover and at the A508 roundabout indicating traffic should turn right to access Moulton and Moulton Industrial Park.
- There will also be new warning signs about the speed cushion as you enter the village.

- The speed cushions are new to the county, currently used in Leicestershire. They come in pairs, have reflectors on them for night driving and are softer as they are made from bitumen.
- For speed cushions to work, an obstacle is required every 50m. As you enter the village from Vyse Road, there will be 3 speed cushions up to the bend, 4 speed cushions from the bend to the corner of Church Street. On Moulton Lane there will be 7 speed cushions. In order to lay the speed cushions, Vyse Road will receive a top surface, and all drains will be washed out to prevent flooding issues.
- A speed cushion will be situated near the junction of Howard Lane/Vyse Road with a further speed cushion on Howard Lane between Obelisk Close and Devonshire Close. Due to the existing features such as driveways, drains or junctions, further speed cushions are not possible on Howard Lane. It will also have roundels on the road indicating the 20mph limit.
- It was suggested the Lengthsman should flag any issues on Vyse Road via Street Doctor, noting What3Words and WNC could try to co-ordinate works at the same time.
- The flooding on Church Street was considered but it was noted if the pavement was raised any higher this risks water flowing down driveways into properties.
- Double yellow lines were discussed around the Howard Lane/Humfrey Lane junction (the pocket park area). Concerns of enforceability and whether this would just dissipate the issue elsewhere were raised, so this is not being taken forward.
- At the Humfrey Lane/Moulton Lane junction, consideration was given to widening the pavement to narrow the splay of the junction. This was not currently shown on the proposed map. This will be queried with WNC. Cllr queried whether the school bus would be able to turn at the junction if it is narrowed. The Clerk noted that she had previously been asked to complain about the bus mounting the pavement in this area. It was noted if the bus was no longer able to turn then they would have to re-route, and a safe crossing should be in place for the children. Cllrs considered whether narrowing the splay would influence driver behaviours.
- It was thought zebra crossings, generally, would urbanise the village as they require constant flashing lights. Discussions about improving crossings generally were discussed. Consideration was given to a crossing on Howard Lane (Vyse Road end) but existing features restricted this i.e. too close to the junction, the incline of the road restricted visibility.
- Discussions about improving the crossing at Harborough Road to Buckton Fields were discussed.
- It was noted the current pinch point by the school is a dated design. WNC said you cannot mix vertical and horizontal obstacles together. Consideration was given to chicanes but only had one type of obstacles should be implemented and it was impractical for the number of driveways.
- Emphasis on protecting the conservation area and the street scene was raised. Roundels will feature at the top of Church Street and Moulton Lane.
- Butchers Lane will legally require signs to show you are entering a 20mph zone. It was proposed to make a right of way junction by the Chestnut Tree but it was not possible as you can't see around the corner.
- No improvements will take place on Humfrey Lane towards Vyse Road as cars are parked there every day.
- During the site visit it was noted that wooden posts along verge ways to prevent parking are not allowed, as this is a highway verge. It was also noted that the railing outside the school should be replaced.

Resolved: to accept the proposal put forward by the Working Group and accept WNC's drawing but the Council seek clarification on the Humfrey Lane and Moulton Lane junction. The Council wish to accept WNC's recommendation to widen the pavement at the Humfrey Lane junction to Moulton Lane but it is not evident on the drawing. Ask the Parish Clerk to request a timetable of the proposed works due to the bonfire event (a large-scale parish event) being held on 8th November. Note concern of safe crossing by the school so seek clarification from WNC about proposed improvements as they are not evident on the map. Also seek clarification on the corner of Vyse Road/Church Street improvements, if any.

b) Consideration of approving the Memorandum of Understanding from WNC

The Clerk reported: -

- The Parish Council's solicitor remained sceptical about WNC's position in relation to the power to make an Experimental Order but noted it will be of no benefit to the Parish Council to get into a protracted costly legal dispute over the issue.
- The solicitor noted there is no reference in the Statement of Reasons for the 20mph Traffic Order to the NWRR. The purported reason for the proposed Order is that "Concerns have been raised regarding vehicle speeds on a number of roads in this area, particularly in proximity to residential properties, pedestrian movements, and local amenities. The introduction of a 20 miles per hour zone is intended to create a safer and more pleasant environment for all road users, especially pedestrians, cyclists, and vulnerable groups such as children and the elderly";
- The Solicitor updated the draft MOU removing reference to "Experimental" and referencing the proposed permanent Order, and in para 2.6, which references what it is agreed should happen if the traffic calming scheme needs to be redesigned following monitoring and review, included the potential to revoke the permanent 20 mph traffic order if it is clear that it is not working.

Lengthy discussions took place. The Council discussed the merits of requesting WNC extend the traffic counting and agreed to request the data is captured.

Resolved: to send draft as prepared by Boughton Parish Council's solicitor. Once WNC agree, then the Clerk can give authorisation on the proposed design discussed with the Working Group. The Council asked the Clerk to inform WNC they were surprised to see the reasoning for the TRO does not refer to traffic volume, amelioration or condition 25 of the NWRR.

25/3446 – SpeedWatch will take place 27th September to 24th October 2025. Volunteers required.

Cllr Mabbutt is co-ordinating. Volunteers are to contact the Clerk or Cllr Mabbutt directly. Cllr McDonnell requested a rota of the current volunteers to be circulated.

Action: Clerk & Cllr Mabbutt

25/3447 – Planning Applications for Comment:

2025/3276/FULL - Land to the West of Welford Road Boughton. Residential development of up to 21 dwellings.



Resolved: to comment the Parish Council finds the development does not fit within the Village Design Statement of keeping to 2 storey dwellings, but notes that the development is outside the village boundary and within a more densely developed area of the Parish and is willing to take guidance from WNC officers, on whether this point is to be of concern. The Parish Council finds the property to be similar to other dwellings in the neighbouring development, and supports the detailed planting scheme proposed around the development, to help it blend into the landscape. Please check the flood mitigation measures are adequate, as the council notes that the development is sandwiched between flood zones. Please also check this is adequate parking, there appears to be 40 spaces, is just under 2 per property adequate, as there is nowhere to park on the highway outside the development.

Action: Clerk

25/3448 - Consider the informal cut through from Buckton Fields to Fairmile, off Acre Lane.

Clerk noted a resident contacted her regarding an informal cut through being fenced off. He started an independent online petition to have it re-instated. It had 210 signatures as of 15th September. The Clerk noted another resident has emailed support of the notion and provided photographs of an example at the Kingsthorpe Recreational Ground on Welford Road.

Resolved: to write to WNC's Planning Officer noting that the Parish Council are aware of an independent online petition which currently has 210 signatures to reinstate the access. The Parish Council support the notion, if the access is made safe. Please can WNC advise of the next steps.

Action: Clerk

25/3449 – Note WNC consultation on Draft Northampton Local Cycling and Walking Infrastructure Plan (LCWIP) closes on 5th October 2025

Resolved: to not respond.

25/3450 – WNC consultation - Planning made clearer: views sought on what's required to submit planning applications closes on 26th October 2025

Resolved: to defer until October meeting.

Action: Clerk

25/3451 – Appoint a Climate and Nature Champion (CAN) with NCALC

Resolved: to appoint Cllr Karen Fletcher.

Action: Clerk

25/3452 – Buckton Fields – Community Centre – next steps

Resolved: to propose a completion date to Taylor Wimpey of 2 April 2026. The Clerk to arrange a site visit and propose dates to Councillors.

Resolved: to confirm the Parish Council will take on the freehold of the building, set up the policies, procedures etc but they may consider long term rent to a charity in the future. Approve a budget of £500 plus VAT for the Parish Clerk to obtain relevant templates for policies and procedures from ACRE.

Resolved: to ask the Parish Clerk to publish an "expression of interest for volunteers" appeal.

25/3453 - CIL

- a) Clerk to report update on Allotment project – legal ownership issue outstanding.
- b) Update on play equipment at the Pocket Park, if any – installation proposed for October.

25/3454 – Street Lighting, Spring Close, update if any

Clerk noted during her maternity leave it was reported that permission from the landowner has been granted but we now need to contact National Grid to gain their approval. The Clerk awaits an update from National Grid to confirm the Parish Council have authority to implement the project.

Action: Clerk

25/3455 - Environment

Resolved: to note Cllr Mabbutt's report on the trees at Howard Lane and defer to the October meeting.

25/3456 – Permissive Footpath

The Clerk noted the RAMS was sufficient for Moulton College's purposes. They await a copy of the public liability insurance. Cllr Phipps noted the contractor has a delay with his public liability insurance.

Resolved: to ask Cllr Phipps to obtain an additional quote, whilst we await Moulton Developments Ltd to send a copy of the public liability insurance.

Action: Chair

25/3457 – Boughton Fair 2026

Cllr Lorraine McEllin confirmed the date will be 27th June 2026 and a committee will be set up in due course.

The Clerk suggested local businesses may be able to provide children's entertainment, should the budget allow. She noted Buds.Play a provider of outdoor play sessions holds events at Brampton Grange but the owner is based at Buckton Fields. She also noted Whistle Tot Lane provide a mobile role play village and they currently hire the village hall.

25/3458 – Finance/Legal

- a) Note payments made since the last meeting

11 September 2025 (2025-2026)

Boughton Parish Council DRAFTPAYMENTS LIST 60 TO 0

Voucher	Cheque	Name	Description	Amount
60		Shakespeare Martineau LLP	Advice on NWRR Condition 25	2,400.00
61		Aviva Pension	Pension Processing Fee	23.00
62		Aviva Pension	Pension Contribution (Aug 25)	104.39
63		Unity Trust Bank	Service Charge for bank account	6.00
TOTAL				2,533.39

- b) Note and approve proposed cheque payments for September 2025

The Clerk reported the external auditor queried the increase of staff expenditure in 2024/25 as the interim clerk did not provide a detailed breakdown. The Clerk ascertained the detailed breakdown and noted £483.06 was reported in the incorrect box so this will have to re-stated for next year, the payroll provider did not carry forward the correct HMRC credits or correctly administered the Clerk's pension payments during her maternity leave. The payroll provider identified the Council underpaid the Clerk's pension by £323.58. This has now been paid.

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 15th September 2025: -

16 September 2025 (2025-2026)

Boughton Parish Council
DRAFTPAYMENTS LIST 64 TO 0

Voucher	Cheque	Name	Description	Amount
64	Online 8	Brown and Barden	Grass Cutting (August 25)	1,536.00
65	Online 9	Boughton Village Hall	Hall Hire (Sept 25)	36.00
66	Online 10	Ciara Wanstall	Clerk - Salary September 2025	1,675.34
TOTAL				3,247.34

- c) Note Bank Reconciliation - **Resolved:** to note the Clerk and Cllr Sambrook had reviewed the bank accounts to 31st August 2025 and all were in order.

Bank Reconciliation at 31/08/2025			
	Cash in Hand 01/04/2025		449,130.63
	ADD Receipts 01/04/2025 - 31/08/2025		45,124.47
			494,255.10
	SUBTRACT Payments 01/04/2025 - 31/08/2025		128,113.06
A	Cash in Hand 31/08/2025 (per Cash Book)		366,142.04
	Cash in hand per Bank Statements		
	Petty Cash 30/05/2025	0.00	
	NatWest Current Account 31/08/2025	200.00 ✓	
	NatWest Reserve Account 31/08/2025	8,057.28 ✓	
	NatWest CIL Reserve Account 31/08/2025	275.28 ✓	
	Unity Trust Bank (Current T1) 31/08/2025	78,041.22 ✓	
	Unity Trust Bank (Instant Access C 31/08/2025	279,568.26 ✓	
			366,142.04 ✓
	Less unrepresented payments		
			366,142.04
	Plus unrepresented receipts		
B	Adjusted Bank Balance		366,142.04
	A = B Checks out OK		



25/3459 – Urgent Matters – notified to the Chair before the meeting

Nothing to report.

25/3460 - To review items for discussion at future meetings

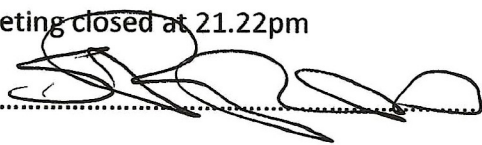
- Spring bulb planting – Cllr Penny will liaise with the school and October agenda set budget.
Action: Cllr Penny
- WNC Electric charging points – Cllr Phipps to prepare questions to request more detail.
Action: Cllr Phipps
- WNC Annual Parish Conference - Jon Sambrook. Clerk to ask Cllrs not present.
- Burning at Ulverscroft. Council requested the Clerk forward this to the environmental officer. Queries were raised about construction parking. Clerk to check the decision notice.
Action: Clerk

25/3461 Note the next Parish Council Meeting

Full Council Meeting – Monday 20th October 2025, 7.00pm at the Village Hall

The meeting closed at 21.22pm

Chair



Date: