

## BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at the Village Hall, Butchers Lane, Boughton, on Monday 20<sup>th</sup> April 2026 at 7.00p.m.

### In Attendance:

**Councillors:** Cllr Simon Phipps (Chair of the meeting), Cllr Jonathan Sambrook, Cllr Helen Chappell, Cllr Lorraine McEllin, Cllr Tracey Redwood, Cllr Andy Gibson, Cllr Karen Fletcher, Cllr Rosie Jeczalik, Cllr Toyin Agunbiade & Cllr Stephen Trott

**Others:** Ciara Wanstall (Parish Clerk), Susan Gaskell (Moulton Ward Cllr)

**Apologies:** Moulton Ward Cllrs - John Slope & Pete York

**Members of the Public:** 2

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### 26/3589 - Welcome

Cllr Phipps (“the Chair”) welcomed everyone to the Ordinary Meeting of the Parish Council.

### 26/3590 - Apologies for Absence

No apologies were received.

### 26/3591 - Declarations of Interest (on Agenda items only)

None.

### 26/3592 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 16<sup>th</sup> March 2026

*Resolved: to accept the minutes of the last ordinary meeting of the Council on 16<sup>th</sup> March 2026 as a true and accurate record. The minutes were signed by the Chair.*

**Action: Chair**

### 26/3593 – Matters arising (for information only) & Correspondence

- a) Street light installation on Spring Close
  - delivery of the lanterns with the dimming specifications required will take 6-8 weeks. The Clerk has also chased for the maintenance inspection to be undertaken.
- b) Lengthsman Update
  - No specific jobs identified but the Lengthsman could work his way through the jobs identified as part of the asset inspection upon consultation with the Clerk.
- c) WNC LEVI project
  - The Parish Council previously provided an expression of interest for potential EV charging locations. Whilst the programme is behind schedule WNC remain committed to delivering the programme and will keep the Council informed as soon as they are able to move forward.

- d) Parishioners note concerns about parking on Church Street towards the entrance of Boughton Park
- The Clerk reported there was a missed bin collection due to restricted access and general safety concerns about access for emergency vehicles.
  - As a public highway, ultimately the issue is for WNC Highways. The Clerk recommends parishioner's submit reports to WNC – fix my street preferably with photos. With a log of evidence, the Parish Council may then be able to request the Community Liaison Officer attends a site visit to discuss the matter.

### **26/3594 - Public Open Forum Session**

A resident noted:-

- extending the pavements on Humfrey Lane/Church Street/Moulton Lane to make it easier to cross, was a waste of time and money and the crossing will still be dangerous.
- residents use the other side of the road, especially those travelling to the school.
- the measure would cause bigger issues for motorists at peak times, who need the space to maneuverer around each other.
- they request the junction is left as it is.

A resident noted:

- the parking on Church Street towards the entrance of Boughton Park was becoming more of an issue, with damage to gardens and threatening behaviour from drivers.
- Whilst advocating supporting the Village Hall, they feel the users/hirers do not have any empathy for residents. Advocating a balance must be achieved to overcome the inconvenience but also safety concerns as emergency vehicles would not be able to pass.
- Concerns were raised that double yellow lines would urbanise the village. There was an emphasise for more responsibility to be put on hall hirers/users. As well as contractors from nearby developments.
- It was suggested to use cones, similar to those at the bonfire event.

The Chair responded the Parish Council don't want to be heavy handed with double yellow lines, but a solution must be sought. It was agreed Lorraine McEllin would raise it at the next VHC meeting and it would be a Parish Council agenda item for next month.

***Action: Clerk***

### **26/3595 – NWRR Traffic Calming**

- a) Update from the final Working Group meeting on 19 March 2026 – copy of final Wish List to be put on the Council's website

The Clerk went through parishioner correspondence with the Working Group, the following comments noted in light of:-

- the suggestion "pavements are for people", additional village signs to display "no verge parking" requested. Kier will discuss with the Community Liaison Officer.
- Comments regarding cars travelling on the pavement especially around the dropped kerbs on Moulton Lane near the Humfrey Lane junction. WNC noted this was driver behaviour and there wasn't a control measures they could put in place due to the number of driveways requiring access.
- comments making Church Street a no through road – no further measures are being considered other than what is outstanding.

- A request for a mirror to be used at the corner of Church Street. This is not feasible as mirrors are not compliant with the WNC Network Management Plan.
- comments around Sat Navs - WNC responded only the companies that offer sat-navs can update their system. WNC act as the highway authority and can only make information available in line with the law. WNC reiterated that any driver must comply with the Highway Code, read road signs and markings and adjust their driving accordingly so it is fit for purpose.
- A request for 20mph wheelie bin stickers: WNC will not provide these as not compliant.
- comments about additional pinch points – no further work is being considered other than what is currently outstanding.

The Working Group went through the “Wish List” this has now been updated to revision L - 19.03.26. Points to note:

- Item 5 “Double yellow lines on Humfrey Lane / Moulton Lane junction” after much discussion the current work under consideration is the build out the junction Humfrey Lane/Moulton Lane.
- Item 29 – traffic flow monitoring has not yet been undertaken for Howard Lane.
- Item 32 – Verge management has been added to the Wish List.
- WNC have identified a defect with one of the speed cushions on Moulton Lane (close to the Humfrey Lane junction). They must temporarily remove the cushions to investigate and find a suitable solution. Work to take place on 27<sup>th</sup> April.

b) Council to consider the final proposals including improvements to the Humfrey Lane/Moulton Lane junction and verge post markers on Moulton Lane and Vyse Road.

### **Drawing DR CH 6603 rev C1 - Humfrey Lane junction narrowing**

- Council noted correspondence from a parishioner opposing the work.
- Detailed discussions took place. Consideration was given to widening the footpath on the Humfrey Lane/Moulton Lane junction to provide more protection for pedestrians, but it was thought it was not necessary on the Church Street/Humfrey Lane side.

Clerk reported:

- WNC have assessed the feasibility and undertaken the detailed design to enable the Parish Council to make an informed decision.
- The Clerk enquired about the proposed costs following a parishioner’s comments about wasting taxpayers money.
  - WNC said they have not procured the works yet, but they provided an estimated cost based “on standard practice and my professional guess. If we include staff time to manage and design + surveys + construction that requires small diversion of utilities, new drainage connections, new kerbs, and surfacing, as well as traffic management for <1 month to do the works, the total may be >£50k - £100k.”
- The Major Project Manager’s “personal and professional assessment is that this change is not essential, based on the observed desire line and – fortunately – no recorded accidents.”
- WNC’s trial has shown that the build-out would not prevent bus / coach turning movements which confirms the electronic tracking done by the design team. Following comments noted:

- Nobody crossed the junction from one side to the other of Humfrey Lane whilst the pedestrians' desire lines are on the northern side of Moulton Lane i.e. from Church side to / from school, and Humfrey (Lane East side) towards Moulton Lane (South side).
- The build-out would narrow the junction and improve slightly pedestrians' walking route. However, this will not deter parking on Humfrey Lane and will not address traffic issues at peak times and especially during school terms.
- There are no safety issues at this junction as no accident data have been recorded over the past 5 years.
- WNC noticed that there are some potholes on the northern side of Moulton Lane opposite Humfrey Lane. So, KIER will update their drawing for the improvement of pavement so it shows these will be fixed as well

**Resolved:** to not support the proposed improvements to the Humfrey Lane/Moulton Lane/Church Street junction.

#### **Drawing DR CH 8802 rev C1 - Pinch point by school**

**Resolved:** to support the cleansing of the footpath and carriageway and the installation of new bollards on the crossing (noting WNC propose this will take place on 27<sup>th</sup> April).

#### **Drawing DR CH 8807 rev P1 - new cushion in Moulton Lane**

**Resolved:** to support the installation of new speed cushions on Moulton Lane at a distance of 85m east from the last speed cushion on the road to Moulton.

#### **Drawing DR CH 8805 rev P1 - Howard Land speed cushions**

**Resolved:** to support the installation of two new pairs of speed cushions on Howard Lane.

#### **Drawing DR CH 0700 rev 4 - Vyse Road resurfacing**

**Resolved:** to support the proposed resurfacing as detailed in drawing DR CH 0700 rev 4.

#### **Drawing DR CH 8810 rev P1 Vyse Road Bollards**

**Resolved:** to not support the installation of new timber bollards on Vyse Road outside Croft House and Greenways.

#### **Drawing DR CH 8811 rev P1 Vyse Road yellow lines**

**Resolved:** to does not support the installation of double yellow lines on Vyse Road outside Croft House and Greenways.

#### **Drawing DR CH 8812/8813 rev P1 - Moulton Lane timber bollards**

The Clerk reported emails received from Parishioners regarding the bollards and double yellow lines are saved to the meeting folder. The Council note the following:

- Whilst Parishioners note that the spacing proposed by Highways will not achieve anything and need to be closer to the edge, the spacings are non-negotiable as Highways are the landowner and they have the relevant technical expertise.

- If the bollards were installed, appropriate checks would take place by Highways for any underground cabling.
- Responsibility for the posts/damage to vehicles would be with Highways as they own the land and have installed the posts following a public consultation.
- Any replacements, if damaged, would require parishioners to report it via Street Doctor.

The Clerk noted:-

- one request was received from a parishioner to extend the posts to their house; they installed posts previously but were asked to remove them.
- A suggestion of re-instating the PCSO to enforce cars driving on the pavement
- A suggestion of double yellow lines on both sides of the road around the chicane to prevent cars passing not being impeded by parked vehicles which then creates a bottleneck and queue.
- Another comment was made in respect of the queue on Moulton Lane from parked school traffic, but they opposed double yellow lines in a rural village.

It was suggested that the Council do not form an opinion on the matter and suggest residents approach Highways directly. The Clerk raised that Highways may not take instruction from individual homeowners as Highways had produced drawings for the Parish Council to comment on.

**Resolved:** *to comment due to conflicting opinion on whether bollards should be installed or not, the Council do not object but propose residents contact Highways directly via [Boughtonqueries@kier.co.uk](mailto:Boughtonqueries@kier.co.uk) if they wish to request wooden bollards outside of their properties.*

#### **Drawing DR CH 8814/8815 rev P1 – Moulton Lane Double Yellow Lines**

As reported above, the Council noted parishioners received with many noting the double yellow lines would be an intrusion on the rural area.

- **Resolved:** *to not support the installation of double yellow lines on Moulton Lane.*

**Action: Clerk**

#### **26/3596 – SpeedWatch 26 – update from Malcolm Sanderson**

- “As in Week 5, only 1 speed watch session was conducted in Week 6, with 12 vehicles detected.
- So far, we've sent 275 vehicle registration numbers to Northants Police to send out notices
- Based on the results so far, we see that the average speed of detected vehicles for each year is:
  - 2022 - 38.5mph (Moulton Lane only)
  - 2024 - 37.3mph (Moulton Lane, Vyse Road and the Vyse Road / Howard Lane junction - correcting last week's statement)
  - 2026 - 27.8mph (across the 5 locations across the village - the min/max being 26.9/28.3mph)
- Over the next 7 months of the 2026 speed watch, we will gain considerably more insight of the speeding problem, however early results appear to suggest that the 20mph zone is making a difference, as the average speed has reduced by approx. 10mph compared to 2022 and 2024
- We need to get the speed watch volunteers out on the roadside detecting more speeding vehicles so the Police can send out more notices, deterring those from using Boughton as a "rat run" - we would be detecting many more vehicles if we were out there.”

## **26/3597 – Planning**

- a) Applications for comment

**2026/1059/S73 - 64 Glebe Road Boughton NN2 8ET.** Variation of condition 2, exterior change of stone to render finish to approved 2025/4697/FULL [Two storey side extension]

***Resolved:** to note concern as to whether this variation meets the restrictive covenants and/or design requirements of the planning permission for the Buckton Fields development. The Parish Council rely on the expertise of planning officer to consider this.*

**Action: Clerk**

**2026/1117/TPO – Stable Lodge, Boughton Park, Boughton, NN2 8SQ.** 2 large Scots pines situated to the side of the stable lodge, showing signs of decline, both trees be removed.

***Resolved:** to comment they rely upon the expertise of the tree officer.*

**Action: Clerk**

**2026/0416/FULL - The Old House, Church Street Boughton NN2 8SG.** Proposed Timber framed garden gym.

***Resolved:** to respond no comment.*

**Action: Clerk**

The Clerk noted the Council have received notification of **2026/1522/TPO Works to Trees (Preservation Order) – Butchers, Butchers Lane, NN2 8SH.** T1 TPO: Copper Beech Tree and **2026/1523/TCA - Butchers, Butchers Lane, NN2 8SH.** T2 and T3: Beech Tree - Pull back by 4 metres.

The Clerk reported the deadline to comment is 6 May, and it is not tonight's meeting agenda.

***Resolved:** to respond in respect of 2026/1522/TPO and 2026/1523/TCA, the Parish Council would rely on the tree officer's expertise in any event. No time extension required.*

**Action: Clerk**

- b) No Planning Application or Enforcement updates

## **26/3598 - Buckton Fields Community Centre - Completion expected 31 July 2026**

- a) Consider quote of £1,900 + VAT for CS2 Surveyors to undertake a survey of the building prior to completion. Clerk to confirm if the quote would cover Regulation 38 of the Buildings Regulations 2010.

Clerk reported online research suggests:

- Small Commercial/Community Building (Up to 500m<sup>2</sup>): Typically, £1,200 – £2,500.
- Medium Commercial/Community Building (500-1,500m<sup>2</sup>): Typically, £2,500 – £5,000.

CLlr Jonathan Sambrook requested his vote against the proposal be noted in the minutes.

***Resolved:** to suspend Financial Regulation 5.9 (to seek 3 estimates quotes for contracts less than £3,000) and to instruct CS2 Surveyors to undertake the survey of the Community Centre prior to completion as they were recommended to the Council following their work on Moulton Community Centre. Cllr Sambrook voted against the proposal.*

**Action: Clerk**

- b) Summary from Born to Shine of recent community engagement events

The Council noted the report provided for the Annual Parish Meeting.

- c) Grant request from Born to Shine of £14,350 for flooring, chairs, tables, storage and tiles in the bathroom of the Community Centre.

**Resolved:** to support the grant but the Council request 3 quotes for the flooring are provided with detailed specifications before payment can be made. The funds are to be utilised from general reserves. **Action: Clerk**

**26/3598 - Council to note the resignation of Cllr Carolyn Penny. Council to consider the timeline to co-opt another Councillor.**

**Resolved:** to note the resignation of Cllr Carolyn Penny and to consider co-opting another Councillor at the July meeting. Council to consider appointing a Vice- Chair and the current bank mandate at the Annual Meeting on 18<sup>th</sup> May. **Action: Clerk**

**26/3599 - Council to consider appointing a Trustee to the Sir Richard Humfrey Charity**

It was reported Cllr Rosie Jeczalik and Cllr Stephen Trott are already on the Committee, so no further parish council members are required.

**26/3600 - Transfer of Boughton Rise Public Open Space to Kingsthorpe Parish Council, approve revised fee of £1,250.00 plus VAT.**

The Clerk reported: -

- the transfer deed is now agreed. Tollers will finalise the Deed of Covenant and requirements with Bellway Homes before Wilson Browne can finalise the transaction.
- due to Wilson Browne dealing with restrictions and WNC enquiries, the time on the file currently stands at £1,759.50. She was happy to cap this at £1,250.00 plus VAT.
- previous quotes were Weller Solicitors (£1,200) and Howes Percival (£2,500 - £3,000).

**Resolved:** to accept the capped fee of £1,250 plus VAT for Wilson Browne solicitors to complete the transfer of the public open space to Kingsthorpe Parish Council.

**Action: Clerk**

**26/3601 – Finance/Legal**

- a) Note payments made since the last meeting

**Boughton Parish Council  
PAYMENTS & RECEIPTS LIST**

15 April 2026 (2025-2026)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
133	Electricity - street lights	23/03/2026		Unity Trust Bank (Cu		Payment - Electricity (February	SSE Electricity	L	-106.76	-5.34	-112.10
134	Office Consumables	31/03/2026		Unity Trust Bank (Cu		Payment - Service Charge for b	Unity Trust Bank	X	-7.00		-7.00
135	Subscriptions	23/03/2026		Unity Trust Bank (Cu		Payment - Scribe Accounts Ren	Starboard Systems Limited	S	-420.00	-84.00	-504.00
136	Pension Contribution (EE & ER)	02/03/2026		NatWest Current Acc		Payment - Pension Contributor	Aviva Pension	X	-96.18		-96.18
137	Pension Contribution (EE & ER)	27/03/2026		NatWest Current Acc		Payment - Pension Contributor	Aviva Pension	X	-370.93		-370.93
138	Office Consumables	04/03/2026		NatWest Current Acc		Payment - Clerk Mobile Phone	Talk Mobile Ltd	X	-4.95		-4.95
139	Pension processing	23/03/2026		NatWest Current Acc		Payment - Pension Processing	Aviva Pension	X	-23.00		-23.00
<b>Total</b>									<b>-1,028.82</b>	<b>-89.34</b>	<b>-1,118.16</b>

**Resolved:** to note and approve the payments made since the last meeting

b) Note and approve proposed payments for April 2026

15 April 2026 (2026-2027)

**Boughton Parish Council**  
**DRAFTPAYMENTS LIST**

Voucher	Cheque	Name	Description	Amount
1		Ciara Wanstall	Clerk Salary + expenses (April 26)	1,300.56
2		Parish Council Websites Ltd	Website hosting (1 April 26 - Mar 27)	273.60
3		Troy Hayes Planning Limited	Local Plan representations + Local Green S	13,848.00
4		Rural Northants Community First Responders	Defib inspection Jan - Dec 25	60.00
5		Mark Frost	Lengthsman (Mar 25 - Apr 26)	75.00
6		Boughton Village Hall	Village Hall Hire (Apr 26)	36.00
<b>TOTAL</b>				<b>15,593.16</b>

**Resolved:** to note and approve the payments for April 2026.

c) Bank Reconciliation for March 2026

**Resolved:** to note the bank reconciliation was signed by the Verification Officer, copy to be put on the website.

d) Year End - 25/26 Expenditure v Budget & Reserves

Clerk reported as of 31 March 2026:

- total budget was £68,881.68, to be funded by a precept request of £60,000 and remaining to be utilised by general reserves.
- Total budget expenditure (not including reserves i.e. CIL) was £60,357.15
- Reserves:
  - £1,000 - Buckton Fields Play Equipment (donated by Bloor Homes)
  - £302,080.66 -Community Infrastructure Levy (with most allocated to upcoming projects)
  - £24,012.80 – Boughton Rise POS – subject to final costs, remaining balance to be transferred to Kingsthorpe Parish Council upon completion of the transfer.
  - £74,408.43 - General Reserves.

e) Note the Asset Inspection

**Resolved:** to note the asset inspection register and to instruct the Lengthsman to carry out the work identified upon consultation with the Clerk.

**26/3602 – Urgent Matters – notified to the Chair before the meeting**

Nothing to report.

**26/3603– Items for discussion at the next meeting - Monday 18<sup>th</sup> May 2026, 7pm, the Village Hall**

- Parking on Church Street to the entrance of Boughton Park
- Appoint vice-chair and consider bank mandate

The Chair and Clerk met with Tom Chapman, Resident Director of Buckton Fields Management Company (for Buckton Fields East), whose long-term goal is to transfer the management of the public open space to the Parish Council.

- Power to do this requires CILCA qualification (not achievable until April 2028 at the earliest)
- Simple overview of the parish, roughly 1,200 electors:
  - 25% village
  - 25% BFE
  - 50% Buckton Fields West, Taylor Wimpey development, Brampton Valley Care Home and other rural properties
- The precept currently collected is budgeted and accounted for so any increase in scope of work would result in an increase to the precept for all parishioners.
- Residents of BFW and T.W residents would continue to pay their high management costs plus an increased precept.
- The Council could consider transfer of all the open spaces at the same time, but the timescale for appointing resident directors is unknown.
- The Council are elected to act in the best interest of all parishioners and would need to consider the impact of any decision.

***Resolved:*** to make enquiries with Taylor Wimpey & Bloor Homes about when resident directors are likely to be appointed for the relevant management companies and to diarise for the September agenda, subject to the relevant information being available.

The meeting closed at 20.45pm

Chair .....

Date: