

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at the Village Hall, Butchers Lane, Boughton, on Monday 16th March 2026 at 7.00p.m.

In Attendance:

Councillors: Cllr Simon Phipps (Chair of the meeting), Cllr Jonathan Sambrook, Cllr Helen Chappell, Cllr Carolyn Penny, Cllr Lorraine McEllin, Cllr Tracey Redwood, Cllr Stephen Trott & Cllr Toyin Agunbiade.

Others: Ciara Wanstall (Parish Clerk)

Apologies: Cllr Karen Fletcher, Cllr Rosie Jeczalik, Cllr Andy Gibson Moulton Ward Cllrs - John Slope, Susan Gaskell & Pete York

Members of the Public: 2

26/3569 - Welcome

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

26/3570 - Apologies for Absence

Cllrs Gibson, Fletcher and Jeczalik gave apologies for the meeting. They were accepted.

26/3571 - Declarations of Interest (on Agenda items only)

Cllr Simon Phipps noted his interest in item 8 (b) as the land owner of Bunkers Hill which was being proposed as Local Green Space nomination. Cllr Lorraine McEllin declared an interest in item 11 as a Village Hall Committee member.

26/3572 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 16th February 2026

Resolved: to accept the minutes of the last ordinary meeting of the Council on 16th February 2026 as a true and accurate record. The minutes were signed by the Chair.

Action: Chair

26/3573 - Public Open Forum Session

A parishioner queried if any further progress had been made with the trees on Howard Lane. The Clerk confirmed unfortunately not with other projects taking priority.

26/3574 – SpeedWatch 26 – update from Malcolm Sanderson

- Malcolm sends a weekly update to the Clerk and volunteers.
- 142 vehicle registration numbers sent to Northants Police to send out notices:
 - 64 in Week 1 (2.8 roadside hours)
 - 78 in Week 2 (3.8 roadside hours)
- All five approved detection locations have been used – As the new RADAR gun detects up to 457m range, Malcolm may consider further locations with the approval of the Police.

- The average detected speed is 27.5mph - with a small variation depending on location (previously 37mph in 2024 and 2022).
- The highest speed detected so far is 41mph
- At least 4 vehicles are from the village - potentially more
- 22 fully signed up volunteers with 7 active so far.
- More volunteers, especially a team of 3 operating at the same time, would help to strengthen the programme.
- Volunteers can book slots via an online spreadsheet – which makes the process easy for all.
- Contact should be made to Malcolm Sanderson malcolmsanderson@btinternet.com for more information about volunteering.

Resolved: to ask the Clerk to prepare a summary in conjunction with Malcolm, expressing disappointment that at least 4 cars are believed to reside in the village.

Action: Clerk

26/3575 – Planning

- a) Applications for comment

2025/3999/MAO - Land To North Of Boughton Road Moulton. Outline application for up to 120 dwellings together with public open space and associated works, access considered (all other matters reserved)

Resolved: to strenuously object, the development is outside the village boundary and continued development would result in coalescence of the two parishes. This is overdevelopment and does not align with the Local Plan. We rely upon the environmental and conservation officers to review the impact of the proposed development, as the parish council have serious concerns. The parish council question the current infrastructure in place to deal with ad-hoc development. Flooding on the road has been observed. The current disrepair of public highways would be further exacerbated by more dwellings in the area. The Council suggest current traffic mitigation schemes should be completed before further development is considered.

Action: Clerk

The Clerk noted the Council have received notification of additional information “Artist Impressions are on the planning portal in respect of **2025/4650/FULL - Land At Spring Close Boughton Northampton NN2 8SJ.** Change of land use to form 4no. new residential dwellings, attenuation pond, and landscaping for pedestrian and vehicle access. This application was not received in time to be on the March agenda.

Resolved: to provide no further comments and refer the planning officer to the previous objections.

- b) Planning Updates (Applications/Enforcement)

Butchers, Butchers Lane – The planning officer confirmed if the wall is built as suggested, less than 1m and with sympathetic materials, it would be within permitted development, and the enquiry would be closed.

26/3576 - WNC Draft Local Plan

- a) Council to consider the draft response to WNC’s Public Consultation



The Council were happy with the detailed response prepared by the planning consultant. Discussions took place about whether the response should include the future of the quarry and photographs of brownfield sites that should be developed first. The planning consultant's comments about Boughton not scoring high enough to be a Secondary Service Village were noted.

Resolved: to utilise the remaining 25/26 budget for "legal" and authorise an interim invoice to Troy Planning + Design up to £2,962.10 + VAT.

Resolved: to note the 56 page consultation response, noting the only amendment would be to include further details about the future of the quarry. It was agreed to delegate authority to the Clerk to authorise submission of the final submission.

Resolved: to note that the planning consultant's quote provides for one in person meeting. The Council agreed to ask a representative of Troy Planning + Design to arrange a meeting with WNC officers (if available) once consultation responses from key statutory consultees (e.g. National Highways, Historic England, Natural England, Environment Agency) are known, which in turn may shape how the Parish Council positions itself for Regulation 19.

Action: Clerk

- b) Council to consider Local Green Space nomination and a quote from Troy Planning + Design for £4,500 plus VAT for this work.

Propose quarry as Local Green Space. 12 sites, Troy to work on the planning argument. Clerk noted 3 quotes were obtained to find a planning specialist to respond to the Local Plan. Given the short timescale to respond and that Troy Planning + Design were instructed on responding to the Local Plan, the Council were happy to consider one quote for the extra scope of work.

Resolved: to thank Mark Wilkinson for his assistance in providing photographs.

Resolved: to suspend Financial Regulation 5.8 (to seek 3 quotes for contracts greater than £3,000) and to instruct Troy Planning + Design to comment on 13 proposed sites for Local Green Space nomination. Delegate authority to the Clerk to authorise submission of the final response.

Action: Clerk

26/3577 - Consultation on Parish and Town Council Election Re-charges

Resolved: to respond to WNC's Parish and Town Council Election Re-charges Consultation noting option A is preferred (an administrative fee of £225 per parish, with an additional £50 per parish ward and no share of the poll card cost).

Action: Clerk

26/3578 – Governance

- a) Review and adopt the updated Asset register, Risk Assessment, Financial Regulations and Internal Financial Control Policy

Resolved: to adopt the Asset Register, Risk Assessment, Financial Regulation and internal Financial Control Policy. To ask the Lengthsman to inspect assets.

Action: Clerk



- b) Review and adopt the IT Policy

Resolved: to adopt the IT Policy

- c) Consider CIL Allocation Policy and Application Form

Detailed discussions took place as to whether the Council should request 3 quotes in respect of a revised scope of work or whether it would be reasonable, with regard to their duties, to accept that the bidder is simply submitting revised details to their original bid, which has already been granted.

Resolved: to agree CIL bidders do not need to submit three revised quotes, where the proposal is not materially different and the grant has already been allocated. 1 revised quote from the contractor they intend to use will suffice. 6 Cllrs in favour, 1 against.

Detailed discussions took place regarding how payment should be made to bidders. It was noted historically payments have been made directly to the contractor (whether the Council was the contracting party or not). It was felt payment terms would need to be project specific and agreement would need to be reached with all parties.

Resolved: to adopt the CIL Allocation Policy and Application Form, copies to be put onto the Council website.

26/3579 - Community Infrastructure Levy (CIL) - Village Hall Renovations update

- Following further due diligence, the Village Hall are no longer proposing to proceed with their previously suggested contractor.
- The Village Hall have also chosen to undertake and manage the contract themselves.
- As the Parish Council will not be the contracting party, VAT cannot be re-claimed.
- Many aspects of the work such as the accessible ramp, toilets and doors will be zero VAT rated which will have impact on the overall cost.
- The Village Hall should have a revised scope of works from Colam Ltd (an original bidder) for the meeting in April.

Resolved: to ask the Clerk to respond to the Village Hall, requesting the following is brought to the Parish Council meeting on 20th April 2026;

- the revised scope of work from Colam Ltd with a detailed cost breakdown (inc VAT);
- the contractor's proposal of a payment plan;
- clear drawings of substitutes/removals from the scope of work;
- a summary about the chosen contractor i.e. experience, reviews/testimonials, details of due diligence undertaken such as a companies house search of their accounts, directors etc;
- the latest copy of the Village Hall's accounts/details of their reserves should the Village Hall provide funding towards the project;
- details about the Village Hall's project manager and/or sub-committee to manage the project.

Resolved: to remain committed to supporting the Village Hall Committee with the project. If the Committee wish to consider ACRE's proposal that aspects of the work can be ringfenced and undertaken by the Parish Council, then please do contact the Parish Clerk in this regard.

Action: Clerk

26/3580 - Northampton Stonemasons Ltd to repair the stone wall around the Chestnut Tree on Church Street/Butchers Lane at a cost of £360 + VAT

Resolved: to note the Clerk instructed Northampton Stonemasons Ltd for £360 + VAT under Financial Regulation 5.18 (which allows for expenditure where there is a serious concern for public safety on Council premises). The Council agree to approve the payment in accordance with the other listed payments for February.

26/3581 – Grant Application from Obelisk Spinney Pocket Park CIC for £240

Resolved: to award a grant of £240 to the Obelisk Spinney Pocket Park CIC.

Action: Clerk

26/3582 – Boughton Fair Update

Cllr McEllin reported a summary of activities, noting the village hall will not be used with renovations pending. The event will utilise Church Street up to the Whyte Melville and the road closure is confirmed for noon to 7pm. Residents will be advised to move cars in advance. Directional signage will be implemented, and the Emergency Services have been informed.

The Clerk confirmed receipt of correspondence from Cllr McEllin but noted the event is based upon 150-200 people attending, including the notification to the emergency services. The Clerk thought this was unrealistic given that there are over 300 dwellings in the village and between 800-900 dwellings at Buckton Fields.

Resolved: to note the Clerk's concerns about Boughton Fair being based around only 150-200 attendees but no further action was agreed.

26/3583 – Transfer of Boughton Rise Public Open Space to Kingsthorpe Parish Council

- a) Council to note the responses to the Property Enquiries
- b) Council to agree to cover the legal fees of Bellway Homes to the consent to the transfer the land

Resolved: to pay Bellway Homes's legal fees from the reserves held to maintain the open space, with the final balance being transferred to Kingsthorpe Parish Council.

26/3584 - Consider the 26/27 WNC Highway grass cutting contract, which offers the Parish Council £975.02 to cut the grass

Resolved: to enter into the grass cutting contract with WNC Highways for £975.02.

Action: Clerk

26/3585 - Matters arising (for information only)

- a) Northampton Transport Strategy – Cllr Redwood.



- Public consultation will take place 25th May and 29th June.
- AECOM are based in Reading and have little local knowledge. Proposing to close 5 public car parks in Northampton (losing 1,700 car parking spaces) and build a park and ride North of Buckton Fields (where the Local Plan proposes 1,500 houses).

b) Buckton Field's Informal Cut through to Fairmile, Whitehills is open.

c) Buckton Fields Community Centre update – nothing to report.

d) Lengthsman update – following tasks identified: -

- Clear shrubs around the bench on Howard Lane. Clerk suggested speaking with the homeowner (if it is their shrub) in the first instance.
- Photograph current bulb in the verges to ascertain where more are needed.
- As reported earlier, carry out the asset inspection before year end.

26/3586 - Finance

a) Note payments made since the last meeting

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

05 March 2026 (2025-2026)

Boughton Parish Council DRAFTPAYMENTS LIST 120 TO 0

Voucher	Name	Description	Amount
120	SSE Electricity	Electricity (1 - 31 January 2026)	134.94
121	Citizen Advice	Donation	500.00
122	Unity Trust Bank	Service Charge for bank account	6.00
123	Talk Mobile Ltd	Clerk Mobile Phone	4.99
124	Aviva Pension	Pension Contribution (Jan 26)	96.18
125	Aviva Pension	Pension Processing Fee	23.00
TOTAL			765.11

b) Note and approve proposed payments for March 2026

Resolved: to note and approve the payments for March 2026.

16 March 2026 (2025-2026)

Boughton Parish Council DRAFTPAYMENTS LIST 126 TO 0

Voucher	Name	Description	Amount
126	Ciara Wanstall	Clerk Salary - March 2026	1,393.39
127	Boughton Village Hall	Village Hall Hire - March 2026	36.00
128	Natalie Green & Co	Payroll Services 26/26	690.00
129	Brown and Barden	Grass Cutting (March 26)	1,104.00
130	Northampton Stonemasons Ltd	Repair to stone wall around the Chestnut Tr	432.00
131	Boughton Village Hall	Hall Hire (February 2026)	36.00
132	Troy Hayes Planning Limited	WNC Local Plan Reg 18 response	3,552.00
TOTAL			7,243.39

c) Bank Reconciliation for February 2026

Resolved: to defer to the April meeting due to time constraints

26/3587 – Urgent Matters – notified to the Chair before the meeting

A parishioner queried in respect of the £1,560 grant made towards Judy Shephard's book:-

- will the contribution be returned if the book breaks even?
- What were the considerations for contributing to this?
- Was the author unable to fund it themselves?
- How can the Council support others in the village who might be interested in similar support?

The Clerk reported the request was for the Council to contribute 50% of publication costs based on 200 copies at £3,120 plus VAT. Cllr McEllin reported Judy had 250 copies and had sold about 80 so far.

The Clerk noted $£15 \times 250 \text{ copies} = £3,750$ (minus publication costs £3,120 less the Council's contribution of £1,560) = £2,190 profit

The Clerk noted $£15 \times 200 \text{ copies} = £3,000$ (minus publication costs £3,120 less the Council's contribution of £1,560) = £1,440 profit

The author would have to sell a minimum of 104 copies to break even (1,560 / 15).

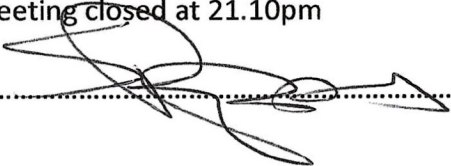
Resolved: to note they made the grant with no contingencies and are happy to support the endeavours to record and preserve the history of Boughton.

26/3588 – Items for discussion at the next meeting - Monday 20th April 2026, 7pm, the Village Hall

- Consideration of a parish archive and gifting copies of Judy Shephard's book to the local schools.
- Installation of streetlights on Spring Close.

The meeting closed at 21.10pm

Chair



Date: 20/4/2026