

BOUGHTON PARISH COUNCIL

Minutes of the Extra-Ordinary Meeting of Boughton Parish Council held at the Church Rooms,
Church Street, Boughton, on Monday 24th August 2026 at 7.00p.m.

In Attendance:

Councillors: Cllr Lorraine McEllin (Chair of the meeting), Cllr Helen Chappell, Cllr Karen Fletcher, Cllr Stephen Hicks, Cllr Rosie Jeczalik, & Cllr Stephen Trott

Others: Ciara Wanstall (Clerk)

Apologies: Cllr Simon Phipps, Cllr Andy Gibson, Cllr Jonathan Sambrook, Cllr Toyin Agunbiade, Cllr Tracey Redwood & Moulton Ward Cllrs - John Slope, Peter York, Susan Gaskell

Members of the Public: 1

26/3665 – Welcome from the Chair

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

26/3666 - Apologies for Absence

Cllrs Phipps, Agunbiade, Redwood, Gibson and Sambrook gave their apologies for the meeting. These were accepted.

26/3667 - Declarations of Interest (on Agenda items only)

Cllr Helen Chappell as the applicant declared an interest in planning permission - 2026/2613/HH and 2026/3208/LBC.

26/3668 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 20th July 2026

Resolved: to accept the minutes of the last ordinary meeting of the Council on 20th July 2026 as a true and accurate record. The minutes were signed by the Chair. **Action: Chair**

26/3669 – Public Open Forum

A parishioner queried if the Parish Council could assist with preventative action regarding potential flooding around the parish, noting the torrent of flooding previously experienced by properties on Moulton Lane which back onto open farming fields.

Resolved: to ask the Clerk to write to the landowner of the fields behind Moulton Lane and ask if they would be willing to clear the ditch between the field and properties; ask the pocket park committee if they are able to consider any preventative measures such as dredging the pond. The Council will also continue to ask the Lengthsman to actively report issues on Fix My Street such as blocked drains.

Consideration was also given to “Flood Wardens”, the Clerk is to circulate more information. Cllr Fletcher noted the Arboriculturist previously suggested the Parish Council could gift trees to be planted in problem areas.

26/3670 – SpeedWatch 26 – update from Malcolm Sanderson

Nothing to report.

26/3671 – Planning Application for comment

2026/1584/FULL - Ulverscroft, Vyse Road, Boughton NN2 8RP. Detached outbuilding to rear to be used for a gym. - Revised drawings showing flat roof instead of a pitched roof.

***Resolved:** to respond the Council are disappointed that due process was not followed by the applicant as this building has already been built and the integrity of the planning process should be upheld. The Council object to the height of the gym but will withdraw calling the matter into the planning committee for consideration. The Council defer to the planning officer to comment on the proximity to the boundary and whether this is appropriate, the Council understand under permitted development a structure within 2m of the boundary line must not exceed 2.5m in height. The Council is not opposed to a flat roof, but the building should not be overbearing, and the height should be kept within 2.5m with surface water run-off into their own property. For the avoidance of doubt, the previous design of a pitched roof would be even more overbearing. We defer to the Planning Officer's expertise on this matter.*

2026/3145/HH The Old Dairy Bunkers Hill Farm Moulton Road Pitsford NN6 9BB. Detached single storey building to create self-contained annex.

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

2026/2613/HH and 2026/3208/LBC - The Cottage 15 Church Street Boughton NN2 8SF. Replacement roof, windows & doors to existing rear extension. Decrease the size of window.

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

Planning Application/Enforcement updates

2026/1954/FULL - Ulverscroft, Vyse Road Boughton NN2 8RP. (part retrospective revised scheme to 2025/0759/FULL).

The next scheduled WNC's Planning Committee meeting are on 17th September and 8th October.

26/3672 – Consider quote of £1,500 + VAT for treeworks to the Chestnut Tree (corner of Church Street/Butchers Lane)

***Resolved:** to suspend Financial Reg [5.9] to obtain three quotes due to safety concerns and instruct Barge and Branches for £1,500 plus VAT to pollard the tree up to 50% to reduce weight whilst maintain structure to the tree.*

26/3673 – Buckton Fields Community Centre update

- a) Note CS2 chartered surveyor's report.

Resolved: to note the pre-snap report as of 20th August 2026

- b) Acceptance of the Community Centre from Taylor Wimpey

Resolved: to delegate authority to Councillor McEllin and Cllr Chappell to accept the building from Taylor Wimpey sign off with the surveyor, proposed for Friday 28th August with practical completion taking place soon after.

- c) Note the redbook valuation from Berrys

Detailed discussions took place around the disposal (the lease) of the Community Centre at less than market value. The redbook valuation shows an annual market rent would be around £15,500. The Cllrs noted this loss of income must be balanced against the running costs which the Council would incur if they ran it. The Council considered whether the current proposal will help to help promote or improve the economic, social or environmental wellbeing of the parish. Considering the due diligence undertaken, the Council note that the tenant's Charitable Objects are to use "recreational activities to relive social exclusion and assisting integration into society", which improves social wellbeing.

Resolved: to note the redbook valuation of the Community Centre from Berrys. The Council agreed to lease the building for less than market rent as it will improve or promote the social wellbeing of parishioners.

- d) Review, approve and sign the Lease

Detailed discussions took place regarding the draft Lease, including but not limited to noting that it no longer included a rent increase on an RPI basis given that the cost would outweigh the benefit. However, a rent review of up to market rent could be implemented in line with the year 3 break clause. Said rent increase could be implemented on a phased basis of up to 6 months if requested by the tenant. Overall, the Council believe the decision is reasonable and it is accountable to local taxpayers because if the terms of the Service Level Agreement are not met, the Lease can be terminated. Quarterly reviews will take place with the tenant, and this will be reported back at public meetings of the Council for public scrutiny.

Resolved: to agree to enter into a 7 year lease, at less than market value, of the Community Centre (with a 3 year break clause and rent review of up to market rent at year 3) as it will improve and/or promote the social wellbeing of parishioners. Authority is delegated to the Clerk and two Councillors to arrange signature of the Lease at the appropriate time (following the legal transfer of the building from the developer).

- e) Review and approve the Service Level Agreement

Detailed discussions took place regarding the terms of the Service Level Agreement, it was agreed that the quarterly meetings, with the relevant termination provisions, would enable sufficient oversight and monitoring of the Community Centre by the Parish Council.

Resolved: to delegate authority to the Clerk and two councillors to sign the Service Level Agreement at the appropriate time (following the legal transfer of the building).

f) Fire Risk Assessment of the Community Centre

Resolved: to approve Fire Risk Assessment, with the tenant being responsible for a new assessment following their occupation.

26/3660 – Matters arising (for information only)

- a) Street Lighting installation on Spring Close – to be installed on 5th September
- b) Lengthsman update – The Council wish to thank him for his efforts in roping off the Horse Chestnut Tree.

26/3662 – Finance/Legal

- a) Note payments made since the last meeting

Boughton Parish Council
DRAFTPAYMENTS LIST 50 TO 0

Voucher	Cheque	Name	Description	Amount
50		Talk Mobile Ltd	Clerk's Mobile Phone (18 Jun - 17 July)	5.14
51		Aviva Pension	Pension Processing Fee	23.00
52		Aviva Pension	Pension Contribution (July 26)	602.33
53		Northampton and Lampton Railway	Sponsorship 30th Anniversary	500.00
54		Lorraine McEllin	Village Day reimburse of costs	180.00
55		Unity Trust Bank	Service Charge for bank account	7.00
56		SSE Electricity	Electricity (June 26)	80.50
57		E.ON Energy Solutions Limited	Street Light Testing	1,617.00
58		E.ON Energy Solutions Limited	Street Light Maintenance Q1	117.60
59		Arthur J Gallagher Insurance Brokers Ltd	Insurance Premium (addition Community C	699.26
60		Boughton Village Hall	CIL renovation tranche 1	60,000.00
TOTAL				63,831.83

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

- b) Note and approve proposed payments for August 2026

Boughton Parish Council
DRAFTPAYMENTS LIST 60 TO 0

Voucher	Cheque	Name	Description	Amount
60		Boughton Village Hall	CIL renovation tranche 1	60,000.00
61		Ciara Wanstall	Clerk - Salary Aug 26	1,769.54
62		Brown and Barden	Grass Cutting (July 26)	1,344.00
63		E.ON Energy Solutions Limited	Structural Testing	1,224.00
64		Boughton Village Hall	Village Hall Hire (July 26)	36.00
65		Mark Frost	lengthsman	37.50
TOTAL				64,411.04

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

26/3662 – Urgent Matters – notified to the Chair before the meeting

The Clerk reported correspondence received from parishioners noting repeated traffic incidents, increase in traffic following the opening of the NWRR, speeding and perceived safety risks on Brampton Lane.

Resolved: to ask the Clerk to have a Teams with the project manager for the NWRR and report back.

26/3647 – To review items for discussion at the next meeting 21st September 2026

- Flood Warden
- Process for quarterly review for the Community Centre
- Footpath access to Smiths Farm Shop
- CP Media roundabout

The meeting closed at 20.26 pm

Chair

Date: