

BOUGHTON PARISH COUNCIL

Minutes of the Ordinary Meeting of Boughton Parish Council held at the Church Rooms, Church Street, Boughton, on Monday 21st September 2026 at 7.00p.m.

In Attendance:

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

Others: Ciara Wanstall (Clerk), Moulton Ward Cllrs - Peter York, Susan Gaskell

Apologies: Cllr Jonathan Sambrook & Moulton Ward Cllr John Slope

Members of the Public: 1

26/3678 – Welcome from the Chair

Cllr Phipps (“the Chair”) welcomed everyone to the Ordinary Meeting of the Parish Council. He thanked Parish Councillors, who volunteer their time, for everything they do, as well as members of the public for their contributions and the Ward Cllrs for their support.

26/3679 - Apologies for Absence

Cllrs Sambrook and Redwood gave their apologies for the meeting. These were accepted.

26/3680 - Declarations of Interest (on Agenda items only)

None.

26/3681 - Approve the minutes of the Ordinary Meeting of the Parish Council held on Monday 24th August 2026

Resolved: to accept the minutes of the last ordinary meeting of the Council on 24th August 2026 as a true and accurate record. The minutes were signed by the Chair. **Action: Chair**

26/3682 – Public Open Forum

Nothing to report.

26/3683 – SpeedWatch 26 – update from Malcolm Sanderson

Of the 40 communities participating in the scheme, Boughton contributed 21% of all the speeding detections (632 out of 3005) by the end of August. The 632 detections resulting in 453 warning letters issued to the registered keepers / drivers (not all detections result in a warning letter for a variety of reasons). The extremely hot weather and village-wide roadworks in July / August disrupted roadside CSW activity. We've added 20 vehicles in September so far. Based on all detected vehicles (including September), the average speed was 27.9mph across the five village

detection locations (37.3mph in 2024), the lowest average being 27.0mph and highest 28.1mph from those five locations

26/3684 – Planning Application for comment

2026/3334/s73 - Owl Barn Boughton Grange, Harborough Road North Boughton NN2 8SW.Variation of condition 3 of approved 2024/2121/S73. [Proposed single storey front extension, fenestration changes and internal layout changes to main house, Two dormers on the front elevation, a roof light on the rear elevation and other fenestration changes to the annexe] Revised plans to amend the design of the single storey front extension and to include new solar panels to front elevation

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

2026/1954/FULL - Ulverscroft, Vyse Road, Boughton NN2 8RP. Demolition of north wing and reconstruction of new 2.5 storey north wing with raised roof, front and rear dormers, and single-storey addition to side. Raised roof over central hallway, including new fully-glazed atrium entrance. Single storey extension to rear, front and rear dormers to south wing, and fenestration changes throughout. Repositioned site access, and new boundary treatment (part retrospective revised scheme to 2025/0759/FULL).

***Resolved:** to object, whilst the garage has been removed from the planning application the Parish Council wish to reiterate and refer the planning officer to the comments previously submitted in June 2026.*

Action: Clerk

Planning Application/Enforcement updates:

- On Monday 14th September WNC's Planning Policy Committee opted to reject the current draft Reg 19 Local Plan, so the new plan would be based on the 2026 National Planning Policy Framework & the Town and Country Planning Regulations.
- On Tuesday 15th September, the Minister of State for Housing and Planning used statutory powers to direct WNC to continue with its existing draft Regulation 19. More info at item 10.

26/3685 – Buckton Fields Community Centre update

- a) Consider £3,090 + VAT of additional fees for CS2 chartered surveyor

***Resolved:** to recognise that the surveyor recorded 36 hours on the project (prior to the final snagging inspection) which was primarily due to Taylor Wimpey. The Council are appreciative of the surveyor reducing his hourly rate in recognition of the relationship and the circumstances but there is a shortfall of £3,090 + VAT in respect of time incurred. The Council ask the Clerk to email Taylor Wimpey and request that they either pay the additional fees to CS2 Surveyors directly or they reimburse the Parish Council.*

Action: Clerk

- b) Note the signed Lease & Service Level Agreement

***Resolved:** to note the Lease and Service Level Agreement with Born to Shine have been signed and we await copies from the solicitor.*

Resolved: to agree the first quarter review meeting will take place the week commencing 11th January 2026, attendees to include Cllrs Simon, Helen and Toyin and the Parish Clerk. The Clerk is to make enquiries as to what 3rd Monday of the month the Community Centre would be available for Parish Council meetings.

- c) Note correspondence / proposal from Rising Star Charity

Resolved: to thank the Charity Rising Star for reaching out but unfortunately the Parish Council have committed to leasing the building to Born to Shine. If the terms of the Service Level Agreement with Born to Shine are not met/breached, the Parish Council will look to advertise for a new provider to take over the Community Centre. In accordance with the terms of the Lease, there is a mutual break clause at year 3. The Parish Council commit to undertake a thorough review of the arrangement prior to the 3 year anniversary and will exercise the break clause if the arrangement is not in the best interests of the parish.

Action: Clerk

26/3686 – Highways

- a) Report from the NWRR Working Group

- A detailed update from the NWRR Project Manager was circulated in advance.
- The Working Group met with Kier/WNC for their final meeting on 18th September.
- All speed cushions are now installed.
- Parking monitoring on Moulton Lane was undertaken on Thursday 3 September: 08.15 to 09.00; Monday 7 September: 15.10 to 16.00; and Thursday 10 September: 08.15 to 09.00 & 15.00 to 16.00.
- Monitoring indicated that school-related parking continues to have a significant influence on traffic conditions on Moulton Lane. No parking was observed on the school “Keep Clear” markings.
- Whilst parked vehicles reduce the carriageway to a single running lane, traffic was generally able to pass with only minor delays. The most significant delays, of up to 10 minutes, occurred when the school bus was present, due to limited passing opportunities.
- Highways believe there is no requirement to install any more wooden bollards on Moulton Lane and in particular on the grass verge outside Orchard Cottage.
- Highways consider the implementation of traffic calming measures in Boughton Village closed, with no further actions required, other than on-going traffic data monitoring.

- b) Meeting with NWRR Project Manager – Brampton Lane

WNC’s Major Projects Team considers the matter closed from the perspective of the NNWRR and Planning Condition 25. They do not accept that current evidence demonstrates a highway design defect or a safety issue requiring further works, and they have stated that no additional mitigation measures will be delivered.

The Highways Community Liaison Officer recognise the “impact that traffic, speed, noise and road safety issues can have on those living alongside this route. However, it is important to recognise that Brampton Lane is situated between 2 strategic A-roads (A5199 & A508) serving a wider transport function, as well being the link for the NWRR. Although properties are located on this route, opportunities to significantly reduce traffic volumes or alter the road's role are very limited. Any changes must be supported by evidence and considered

against national guidance and the wider needs of the highway network. We will continue to consider concerns raised through the appropriate highways and planning processes, including those relating to any proposed development, but we want to be realistic that there are limited measures available that would fundamentally change traffic movements along this route.”

Resolved: to ask the Clerk and Cllr Hicks to respond to Highways requesting traffic accident data and relevant guidance, querying if signage can be improved and speed limits can be reduced on Brampton Lane and Harborough Road as you approach from Brixworth.

Action: Clerk

c) Traffic Data Report

WNC’s monitoring report demonstrates that peak-hour traffic volumes have generally reduced since September 2025. However, the analysis is limited to a single AM and PM peak hour (8-9am and 5-6pm) and the raw data provided by Highways couldn’t be opened. It was also noted Highways will collect data on Howard Lane from next month.

The Project Manager has explained “The base model that helped build the growth forecast is based on analysed data for AM and PM peak times. The applied growth factors include the impact of developments that have been granted planning permissions, as well as the TEMPro factor which is our industry tool. Hence, we will not change that methodology to ensure we present a consistent and comparable approach. Any other way would present a skewed analysis which would not be valid nor acceptable.”

Resolved: to ask the Clerk to enquire whether Highways have data recorded for the full 24 hour period, if so, if this can be shared with the Parish Council. Clerk to report back.

Action: Clerk

d) Correspondence from parishioner regarding Church Street

- A parishioner raised concerns with Highways that the level of pollution has increased.
- Highways responded:-
 - “considering the significant decrease of traffic in the village, it is likely to have had a positive impact on CO2 and NO2 emissions”.
 - “all members of the public can have access to information on WNC’s website. If one is more specifically interested in looking for the locations of existing tubes that measure NO₂, we suggest they toggle “environment” and “diffusion tubes” and they will appear.”
- WNC Environmental and Health Protection have accepted to install a tube near the Church Street pinch point and collect data over the next few months and possibly for one year. The annual Air quality report for 2026 (reporting on data for 2025) was released a couple of weeks ago on WNC’s website.

e) Parish Highways Representative Scheme – Questionnaire completed during the meeting.

26/3687 – WNC’s draft Reg 19 Local Plan

(a) Update on the draft Reg 19 Local Plan

It was noted that unless WNC successfully challenge Central Government’s intervention, the Regulation 19 Local Plan will go to public consultation by 5th October 2026. The plan currently includes:-

- no additional village housing target but major urban expansion of 1,500 homes north of Buckton Fields; and
- additional Local Green Spaces proposed at: Obelisk Long Spinney; Brampton Lane Wooded Area; and Glebe Road Green Space.

(b) Consider quote of £8,000 + VAT from Troy Hayes to respond to Reg 19 Local Plan

Detailed discussions took place: -

- noting £10,000 + VAT of planning consultancy fees had already been incurred.
- The Council considered if the objective is "Can we stop the North of Buckton Fields allocation?" Then spending another £8,000 is difficult to justify because the probability of achieving that outcome appears relatively low.
- However, if the objective is: "Can we improve mitigation, secure stronger infrastructure commitments, strengthen buffers and protect Boughton's setting?" Then additional costs are potentially easier to justify because those are realistic outcomes that Inspectors frequently modify during examination.

Resolved: to approve planning consultancy fees with Troy Hayes of up to £8,000 plus VAT to respond to WNC's Regulation 19 Local Plan. The Clerk is to clarify the scope of work and instruct Troy Hayes when WNC confirm the public consultation.

26/3688 – Matters arising (for information only)

- a) Street Lighting installation on Spring Close – installed on 5th September
- b) Lengthsman update – to ask him to review missing streetlight numbers
- c) Village Hall Renovations Update
 - good progress continues to be made. Works are currently slightly running behind schedule due to additional Building Control requirements/restrictions.
 - The Committee will not take any bookings until the New Year to ensure they don't let any hirers down. They hope to have their own launch in December.
 - A new architect, pHp of Milton Malsor, has now been appointed to the project team.
 - The contractors have completed the strip-out of the main hall, kitchen and toilet areas, all high windows have been cleaned, re-painted and new cladding added. The first coat of paint has been applied throughout the hall and kitchen, and the new platform and cupboards either side are built, making a significant improvement to the appearance of the hall. The electrical installation has also been fully updated, signifying another important stage of the refurbishment.
 - The new kitchen is scheduled to be installed as well as flooring throughout the kitchen and lobby area. A structural engineer will also be attending the building to advise on the structural requirements needed to update the toilet facilities.
- d) Buckton Fields Trees – Bloor Homes are to replant dead trees on Home Farm Drive in October/November.
- e) Correspondence regarding CIL request for MUGA at Buckton Fields. Buckton Fields Primary School's principal has confirmed their MUGA is open for community use. The school is proposed to open on 9th January 2027 and she will send details about an open day soon.

26/3689 – Finance/Legal

- a) Note payments made since the last meeting

DRAFTPAYMENTS LIST 66 TO 0

Voucher	Cheque	Name	Description	Amount
66		Talk Mobile Ltd	Clerk Mobile Phone	4.95
67		Aviva Pension	Pension Processing Fee	23.00
68		SSE Electricity	electricity	85.12
69		Boughton Village Hall	CIL tranche 2	60,000.00
70		Howes Percival	Community Centre - completion	20,361.25
71		Unity Trust Bank	Bank Service Charge	7.00
TOTAL				80,481.32

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

- b) Note and approve proposed payments for September 2026

DRAFTPAYMENTS LIST 71 TO 0

Voucher	Cheque	Name	Description	Amount
72		Ciara Wanstall	Clerk Salary - September 2026	1,790.89
73		Brown and Barden	Grass cutting (August 26)	864.00
74		Berrys	Redbook valuation Community Centre	1,440.00
75		Brown and Barden	Grass Strim Churchyard	480.00
76		HMRC	Q2 Income Tax & N.I	1,529.89
77		PKF Littlejohn LLP	External Audit Fees 25/26	504.00
TOTAL				6,608.78

- proposed payment 78 – CS2 Surveyor fees for the Community Centre £1,950 + VAT.
- proposed payment 79 - Howes Percival fees for the SLA £1,117.50 + VAT

Resolved: to note and approve the payments for September 2026. Community Centre expenditure to be borne from General Reserves but the Clerk to undertake a CIL review.

- c) Note the bank reconciliation for August 2026 – to be signed upon Cllr Sambrook's return

26/3690 – Urgent Matters – notified to the Chair before the meeting

Ward Cllr Slope is assisting a parishioner with abandoned clothing banks on Home Farm Drive.

26/3691 – To review items for discussion at the next meeting 19th October 2026

- Staffing Committee Meeting at the Church Rooms, 9.30am on 13th October 2026.
- Review of CIL projects. Request from the Church to undertake the Church Rooms renovations as planning permission has been granted.
- Query opening of Taylor Wimpey Public Open Space

The meeting closed at 20.35 pm

Chair

Date: