

Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty - Leadership

Harlestone Parish Council

Executive Officer/Clerk to the Council: Paul Thomas – clerk@harlestonepc.org - www.harlestonepc.org

Members of the Council are hereby summoned and members of the public and press are invited to attend the meeting of Harlestone Parish Council. This meeting may be recorded, but such activity must not impede the conduct or business of the meeting.

19:30 on Wednesday 4th November 2026
Harlestone Village Institute NN7 4EH

AGENDA 002

693. Attendance and Apologies from Councillors

Council to formally resolve to approve reasons for non-attendance.

- Cllr Sarah Stock (Chairman)
- Cllr Claire Marshall (Vice Chairman)
- Cllr Sue Flynn
- Cllr Alastair West
- Cllr Susie Holland
- Cllr Toni Perryman
- Cllr Rupert Knowles
- Cllr Philip Williams

- Cllr Name I Reason for Absence I Approved (Yes/No)

694. To receive Declarations of Interests by members and applications for Dispensation by the council

Members are requested to make any declarations of personal or prejudicial interests, in line with the 2020 code of conduct, relating to items on this agenda.

695. Approval of the Minutes from the previous meeting(s)

The distributed and published minutes from the previous meeting(s) of the parish council.

686. Public Time for Comments by Members of the Public

Whilst parish council meetings are open to the public, contributions are limited by standing orders to allow only invited/scheduled guests or councillors to contribute. However, there is a section in each meeting when the Chairman suspends standing orders to hear any members of the public who wish to address the parish council.

Members of the public should address their representation through the Chairman of the meeting. This time is limited to 15 minutes and three minutes per contribution unless requested otherwise by the Chairman and/or councillors. This is in line with Standing Orders of 2020, Standing Orders will then be reinstated to allow the Council to resume its meeting and discussion items.

697. Town and Country Planning Act 1990

Due to WNC deadlines, it can be necessary to submit comments before the next council meeting, in this situation Councillors submit comments to the Clerk by email and the comments are submitted under delegated powers.

These planning applications are not in Harlestone, but the council are consultees, applications to be noted by the council

- 2024/4489/MAR
  Dallington Grange, Mill Lane, NN5 7PZ
  Reserved matters application for the infrastructure landscaping on Phase 1

- 2025/3340/MAR
  Dallington Grange, Mill Lane, NN5 7PZ
  Approval of reserved matters, revised layout, landscaping and elevation plans

- 2026/3580/MAR
  Dallington Grange, Mill Lane, NN5 7PZ
  Parcel B3, approval of reserved matters for 270 dwellings on phase 2C

698. Proposal to start the budget process

Council to consider expenditure year to date and for the past year.

- Please see appendix B for the draft Budget 21 (2027/2028)

699. Proposal to set the precept for 2026/2027

Expenditure over and above the set precept figure would be met from reserves.

- Precept for 2025/2026 was set at £35,000

700. Proposal to purchase a plaque to mark the Dave Masters Memorial Tree

To agree costs and wording/dates

701. West Northamptonshire Local Plan Regulation 19

Consultation period runs from Monday 05 October 2026 until 23:59 16 November 2026

- The local plan sets out the council's strategy for delivering homes, employment, infrastructure, community facilities, greenspaces and the environment across the area to 2043

- An independent review of the local plan has been planned.

702. Road safety and traffic volumes through the village

Following on from October's meeting regarding volume of traffic using Upper Harlestone

- Proposal to hold a site meeting with Highways at the closed section of Roman Road for an update on the progress and possible completion dates

Items to be noted by the council

- Actions and Projects document update

- "People's Climate Emergency" Screened on Wednesday 28th October at the HVI
  Cllr Knowles arranged the screening of the climate and environment film.

- Speed Watch update: will be starting again in the new year. 18 sessions have been completed

- Cllr Knoles progressing the water quality monitoring project, briefing document available

- Fish & Chips at the HVI October to March: 1st Friday of the month (January 2nd Friday)

- Work being progressed by Althorp
  Request to cut back the pathway from the well near the clapper bridge and round the back of Cooches Farm.
  Replanting of the hedgerow at the HVI from water leakage work.

- As part of the flood mitigation progress, please report blocked drains and gullies via FixMyStreet.

- Cyber Security: the HPC website has been checked, is protected and no action required

- A&A Landscaped instructed to flail mow Willow Paddock

- WNC draft housing strategy 2027-2032 survey available to be completed on the WNC website

- Appendix A: Lengths-man hours/report

703. Financial Update from the Executive Officer

The schedule of payments has been circulated and published with the agenda. The finances to be approved and items for payment authorised. EO to update the council on the monthly bank reconciliation and finances. The payment schedule to be agreed by the council and signed by the EO and Chairman

Schedule of Payments								
No	**Power**	**Payee**	**Description**	**Inv Date/No**	**VAT No**	**VAT**	**Total**	✔
120	*LGA 1972 s101*	BT Village Institute	Broadband	Direct Debit	245719348	£10.17	£65.05	
121	*LGPSR 2014 s1 2013/2356*	Pension	Employee + Employer's	Direct Debit	N/A	N/A	£75.83	
122	*LGA 1972 s112 (2)*	Staff Salaries	Autella Payroll	25th	N/A	N/A	£846.52	
123	*LGA 1972 s112 (2)*	HMRC	P32 PAYE Tax	Monthly	N/A	N/A	£319.36	
124	*LGA 1972 s111*	Everflow	Playing Fields Water	5877881	N/A	N/A	£32.01	✔
125	*LGA 1972 s111*	Eon Next	Electricity - Playing Fields	Direct Debit	559097889	£1.43	£30.06	✔
126	*Highways Act 1980 s96*	LGG Ltd	P and Q mowing areas		N/A	N/A	£200.00	
127	*Highways Act 1980 s96*	Northampton Services	A to L mowing areas	Monthly	N/A	N/A	£350.00	
128	*LGA 1972 s124*	Althorp	Rent at Willow Paddock	6433	N/A	N/A	£1.00	✔
129	*LGA 1972 s175*	SLCC	Regional Training Seminar	BK229117-1	891752783	£8.50	£51.00	✔
130	*Litter Act 1983 s5*	West Northants Norse	3 x Annual Bin Emptying	SI2000239	7854212021	£217.90	£1,307.38	✔
131		Clear Councils	Insurance	LCO00043	N/A	N/A	£1,624.92	✔
⃠	*LGA 1972 s111*	Unity Trust Bank	Monthly Charge	Monthly	N/A	N/A	£7.00	⃠
			Sub Total				£4,910.13	

Payments made by the Clerk								
	Highways Act 1980 s41	Amazon (Lengths-man)						
	LGA 1972 s111	Amazon (Office)						
132	***LGA 1972 s137***	Perkins Flowers	Remembrance Wreath	11.11.2026	N/A	N/A	£60.00	
			Clerk's Office				£60.00	
			Total		**VAT**	£238.00	£4,970.13	
						Previous Month's Unity Statement		✔

Signed: Chairman .....

Signed: RFO/Clerk ..... *Signed: Financial Controller* .....

Unity Trust Bank Accounts			
Current Account (872)	£ 6,329.04	*Account (898)*	£ -
Reserve Account (885)	£ 53,220.88	*Total Accounts*	£ 59,549.92

Meeting Schedules 2026-2027
19:30 at the Harlestone Village Institute

		Jan	No Meeting
Wed	3	Feb	2027
Wed	3	Mar	2027
Wed	7	Apr	2027
Fri	5	Mar	Annual Meeting of the Parish
Wed	5	May	Annual Meeting of the Council
Wed	2	Jun	2027

Wed	7	Jul	2027
		Aug	No Meeting
Wed	1	Sep	2027
Wed	7	Oct	2026
Wed	4	Nov	2026
Wed	2	Dec	2026

The Chairman closes the meeting at:

Dated: 26th October 2026

Signature: *Paul.O.R.Thomas esq*

Executive Officer/Clerk: Paul OR Thomas

Signature: ……

Chairman: Cllr Sarah Stock

Appendix A - Lengths-man Report

Contracted monthly hours		13		Hours Worked	-9
Balance from previous month		-23.25		Balance	-19.25
Task Description					Hours
1	A428/New Road vision splays mowed				-1
2	Car Park Acco Drain clearance				
3	Blacksmiths Yard weed killer and speed camera				
4	Litter Pick - Harlestone Road, Church Lane to New Road				-0.5
5	Litter Pick - Harlestone Road to Glebe Lane bus stop				-1.5
6	Weed Killer - Rugby Road Path				-1
7	Litter Pick and Mowing - Golf Lane and Path				-1.5
8	Glebe Lane entrance and bench strimmed				
9	Village Nameplate Installation				
10	Notice Board @ England Cottage installation				
11	Litter Pick - Port Road, UH				
12	Wall opposite the Old House, vegetation clearance, leaves from the A428				
13	Railway Cottage Vehicle Activated sign removal and refit				
14	Church Lane to Glebe Lane litter pick				-1
15	Port Road litter paick				
16	Mowing: New Road to entrance of the Firs				-1.5
17	Weed Killer - Lower Harlestone				-1
18	UH Barn and verge clearance				
19					
20					
21					

HMPC comply with the Race Relations Act 1976 and Section 17 of the Crime and Disorder Act 1988
Nolan Principles: Selflessness I Integrity I Objectivity I Accountability I Openness I Honesty I Leadership

Budget 21

	Code	2026-2027	2027-2028	Notes
1	Allotments	£0.00	£0.00	
2	Audit, Legal, NCALC, SLCC	£1,000.00	£1,000.00	
3	Clerk's Broadband	£500.00	£0.00	No longer needed
4	Staff Salaries, HMRC, Pension	£11,000.00	£11,000.00	
5	Lengths-man Salary (4hrs/week)	£4,000.00	£4,000.00	
6	Election Costs	£0.00	£0.00	
7	Electricity, Street Lighting	£1,000.00	£1,000.00	
8	Grass Cutting (POS)	£10,000.00	£12,000.00	
9	Harlestone Village Institute	£1,000.00	£1,000.00	
10	Insurance	£0.00	£500.00	
11	Legal Advice	£5,000.00	£1,000.00	
12	Miscellaneous, Projects	£2,000.00	£1,000.00	
13	Office Expenses	£1,000.00	£1,000.00	
14	Playing Fields	£3,000.00	£3,000.00	
15	Playing Fields Walls	£5,000.00	£5,000.00	
16	Village Maintenance	£500.00	£500.00	
17	Car Park - Church Lane	£0.00	100	
18	Road Safety	£0.00	1500	
19	Environment, Climate, Willow Paddock	£0.00	500	
20	H&S, Signage, Defibs	£0.00	500	
21	IT Equipment, Website	£0.00	500	
22	S137	£0.00	700	
23	Training, Conferences	£0.00	1200	

Totals	£45,000.00	£47,000.00