

Pitsford Parish Council www.pitsfordvillage.co.uk

Notice of Pitsford Parish Annual Council Meeting

To members of the Council: You are hereby summoned to attend the annual council meeting to be held on **Tuesday 8th July 2025,** at 7:30pm, Pitsford Village Hall, Pitsford High Street.

Public and Press are welcome to attend.

Public Participation: In accordance with Standing Order 3 (e & f), members of the public and press are invited to address the Council about any matter relating to the business to be transacted, and any function of the Council. A period not exceeding 15 minutes will be set aside at the start of the meeting for this purpose unless directed by the chairman of the meeting.

Apologies to the Clerk, Sarah Stock; email clerk@pitsfordparishcouncil.org.uk

8th May 2025

Apologies received:

2025/014 Council invited to co-opt Simon Phipps as member

Subject to resolution, Mr Phipps will sign a declaration of acceptance, GDPR compliance, consent to receive summons by email and register of member of interests.

2025/015 Declarations of Interest. Councillors to declare interests on matters relating to this agenda.

2025/016 Public Session

Meeting adjourned for members of the public to address the council on matters related to this agenda. (Duration and content at Chairman's discretion)

Verbal Updates (no decision can be made on items in this part of the agenda)

- Footpath DK3. Bennies received copies of the photos and agreed to site visit.
- Queens Jubilee bench (at Playing Field) is in very poor state of repair. Cllr MH corresponding with supplier.

2025/017 To approve minutes from: 14th May (available from www.pitsfordvillage.co.uk).

2025/018 Bank Reconciliation & YTD Budget vs Expenditure review.

Council to accept the bank reconciliation.

2025/019 Accounts for Payment & Receipts. Council to approve the following items for payment:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
Pitsford Primary School	Grant 2025	3.6.25	£500.00	

Hayeswood Landscapes	9791	28.5.25	£360.00	£	60.00
Hayeswood Landscapes	9791	28.5.25	£504.00	£	84.00
Minuteman Press	17960	2.6.25	£238.00		
White & Joyce Limited	U0555	4.6.25	£1,086.53		
(DD) Tomato Energy	9124134078	14.6.25	£98.75	£	4.70
(DD) Tomato Energy	9310912918	19.6.25	£3.37	£	0.16
HMRC VAT 126 Reclaim	HMRC ERROR	20.6.25	(£2,548.02)		
(SO) Sarah Stock	June	28.4.25	£418.60		
(SO) HMRC	120PB00464145 24/03	17.3.25	£0.24		
(DD) Unity Trust Bank	Statement 75	30.6.25	£6.00		
INTEREST	Statement 59	30.6.25	(£239.39)		
R&G Grounds Maintenance	121824 (Church Yard)	31.5.25	£432.00	£	72.00
R&G Grounds Maintenance	121824 (A508)	31.5.25	£90.00	£	15.00
Parish Council Websites	INV-3605	16.6.25	£14.40	£	2.40
Barbara Osborne Business	8059	30.6.25	£66.00		
Minuteman Press	17840	7.5.25	£238.00		
Hayeswood Landscapes	9883	27.6.25	£360.00	£	60.00
Hayeswood Landscapes	9883	27.6.25	£504.00	£	84.00
Minuteman Press	18088	30.6.25	£188.00		
(DD) Tomato Energy	June	14.7.25	£98.75	£	4.70
(DD) Tomato Energy	June	14.7.25	£3.37	£	0.16
(SO) Sarah Stock	July	28.7.25	£418.60		
(SO) HMRC	120PB00464145 24/04	17.7.25	£0.24		
Sywell Parish Council	HMRC ERROR	4.7.25	£2,548.02		

Council to note HMRC error. VAT 126 refund of £2,951.95 was received from HMRC on 30th April. Council has received payment of £2,548.02 in error; amount should have gone to Sywell Parish Council.

2025/020 Grant Applications

Subject to receipt of grant application, council is asked to consider an application from Pitsford Primary School for £500 towards school project.

Council is asked to consider a grant application from Pitsford Village Hall committee to cover the cost of annual insurance at cost of £619.23. Grant application form circulated separately.

2025/021 Village Green Spaces & Maintenance

Council to note, resolve action and allocate funds as appropriate:

- Wildflower strip, Moulton Rd:
- Tumulus:
- Millennium Spinney:
- The Green:
- The Island:
- A508 Wildflower bed:
- The Square

Council to approve expenditure for clearing vegetation on the Moulton Road. Paul Thomas has quoted £250.

2025/022 Church Yard: Trees & additional items

Tree works required to remove branches from Churchyard Sycamore overhanging neighbouring property and to clear debris from fallen Oak tree. Quote for Sycamore & Oak

Quotes sought from: Maurice Fitch £2,416
Handy Log Man - £900. NB Does not include removal of sycamore or other remedial works.
Land Prune Ltd: £1,830

Advice sought from Micheal Venton (WNC Tree Officer) that works should be carried out in accordance with the advice given by Maurice Fitch.

Removal of ivy from trees: Jack Fairbrother to provide a quote.

2025/023 Cemetery Maintenance

Council to approve expenditure for mowing and tidying of the Cemetery.

2025/024 Boughton and Moulton Proposed Highway Improvements

West Northants Council are asking for feedback on proposed solutions for reducing traffic congestion and improving road safety in Boughton and Moulton before the new Northampton North-West Relief Road opens.

Option 1A Introduce a 20mph speed limit on all listed roads, along with speed cushions. Speed cushions are sustainable humps that are bolted on the road to reduce vehicle speed while allowing emergency vehicles to pass with minimal disruption and are safe for cyclists and motorcyclists.

Option 1B Introduce a 20mph speed limit and speed cushions on Vyse Road and Moulton Lane only. Painted 20mph road markings will be added to other roads in Boughton village to encourage lower speed, without physical traffic calming. At the same time, we will repair some badly damaged sections of these roads before installing the cushions on Vyse Road and Moulton Lane.

Option 2 Permanently close Moulton Lane on its northern and western sides to through traffic. Bollards or barriers will be permanently installed to stop through traffic. No additional traffic calming measures or road repairs will take place in Boughton.

Consultation closes: 23:59 7 July 2025.

2025/025 High Street Parking

Council to review the parking arrangements from the Tumulas to the Highstreet/A508 junction. Residents have complained that enforcement of existing restrictions is required and action to prevent parking close to the junction is needed.

2025/026 Tumulas Fencing

Council to review the decision to postpone purchase of a fence adjacent to the Tumulas.
Council to note quotes received (to be presented at the meeting).

2025/027 Planning Applications. Council to consider and resolve response to each planning application.

No new householder applications received.

Applications received after the publication of this agenda may be included. (Applications can be viewed on the West Northants Council planning portal at https://www.westnorthants.gov.uk/your-council/maps and search "Pitsford"

Council to note the following applications remain undetermined. Proposal made to press WNC Planning to determine applications and enforce action where needed.

2024/3523/FULL at Barn South of Brampton Fisheries Pitsford Road Chapel Brampton Northamptonshire	(CO Nisar Mogul, obs by 18 Sep25) Change of use of a barn to a dwelling house with the other portion being used as a community hub for use by the fishing club and scout group. Retrospective
2024/3755/FULL at The Old Quarry Field Harborough Road Pitsford NN6 9RU	(CO Tim Cantwell, Obs by 6 Sep25) Extension to plant centre to include hardstanding and gravel beds, single storey building for use as potting shed and sale of goods, and two polytunnels for horticultural use.
2024/4446/FULL at Land to the northwest of Church Mews Pitsford	(CO Olliver Billing, Obs by 26/11/25) Single dwelling and outbuilding

Date of future meetings: 9th September; 11th November; 13th January 2025 (TBC).

PITSFORD

	2024/25 Budget	YTD Expenditure (exc. VAT)	Balance
Allocated Precept			
Clerk's salary (Inc. PAYE & HWA)	£7,000	£2,177	£4,823
Insurance	£1,000	£605	£395
Audit, Legal & NCALC	£1,000	£854	£146
Office Expenses	£1,500	£132	£1,368
Printer	£1,000	£850	£150
Election Costs	£1,500	£0	£1,500
Street Lighting	£1,000	£405	£595
Grass/verge cutting	£4,500	£1,781	£2,719
Church Mowing & Walls (R&G)	£3,000	£780	£2,220
Sports Field (Mowing & Insurance)	£2,500	£900	£1,600
General Village Maintenance	£3,000	£778	£2,222
Cemetery Expenditure	£2,500	£963	£1,537
Wildflower Meadows	£1,000	£0	£1,000
Donations/Grants	£2,000	£500	£1,500
Chairman's Allowance & S137 (Specify)	£250	£0	£250
Contingency	£3,000	£0	£3,000
Church Yard Shed	£3,500	£0	£3,500
Total precepted budget & expenditure	**£39,250**	**£10,725**	**£28,525**
2024/25 Allocated Reserves			
Legal & Professional	£5,000	£0	£5,000
Permanent Feature Sign	£4,000	£0	£4,000
Parish Liabilities	£11,000	£0	£11,000
Cemetery Income	£0	£0	£0
Unallocated Reserves	£14,459	£0	£14,459
Total allocated & unallocated reserves	**£34,459**	**£0**	**£34,459**

Contact: The Clerk, 9 Lower Harlestone, Northamptonshire, NN7 4EW.
Tel.: 01604 820635 email: clerk@pitsfordparishcouncil.org.uk