

Pitsford Parish Council www.pitsfordvillage.co.uk

Notice of Pitsford Parish Council Meeting

To members of the Council: You are hereby summoned to attend the council meeting to be held on **Monday 10th November 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

6th November 2025

Apologies received:

2025/045 **Declarations of Interest.** Councillors to declare interests on matters relating to this agenda.

2025/046 **Council invited to Co-opt Jon Sambrook to fill Casual Vacancy**

Council to review application from Jon Sambrook (circulated by email 6th November) and co-opt.
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.

2025/047 **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)

- Queens Jubilee bench (at Playing Field) is in very poor state of repair. Supplier will not engage with the PC to fund repair or replace item. No response from Trading Standards.
- Bollard (adjacent to Church Yard wall). Council to note paint on the top of the bollards is peeling off. PT has completed repairs. Item Closed.
- High Street Parking: Survey of residents is in progress.
- Registration of QR Code. Council now has a QR code for display around the village to promote the website.
- Correspondence: email from Mr Saunderson (22 Sep) expressing concern regarding the trees which overhang into his garden. Mr Saunderson requested confirmation that the council has insurance to cover any damage caused by the trees and that PPC undertakes regular tree safety works. Clerk responded confirming the PPC insurance liability cover and that tree works are imminent. (Ref to item 2025/055).
- Correspondence: email from Tomato Energy (6 Nov) notification that the company is with the receivers. OFGEM advise stay in the contract, and they will move us to a supplier with the same/very similar rates.

2025/048 **To approve minutes from:** 9th September (available from www.pitsfordvillage.co.uk).

2025/049 To accept Bank Reconciliation & YTD Budget vs Expenditure review.

Opening Balance 2025/26	**£34,459**	
YTD Income	£42,657	
YTD Expenditure (inc. VAT & pending unity payments)		£28,177
Current Account (Unity 20427472)		£5,200
Reserve Account (Unity 20428196)		£49,887
Balance b/f		£55,087
YTD Closing balance (less pending expenditure)		**£48,938**
2025/26 YTD Unclaimed VAT	£2,671	

2025/050 Accounts for Payment & Receipts. Council to approve the following items for payment:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
INTEREST	Statement 62	30.6.25	(£215.29)	
R&G Grounds Maintenance	122002 (Church Yard)	31.7.25	£432.00	£72.00
(SO) HMRC	120PB00464145 24/07	28.8.25	£4.87	
Pitsford Playing Field Comm'	Heating grant	10.9.25	£1,000.00	
E.on Energy Services	6018809765	17.9.25	£73.80	£12.30
(DD) Tomato Energy	Aug - 11382755785	19.9.25	£71.25	£3.39
(Exp SS) Canva	3112 1402	24.9.25	£25.00	£4.17
E.on Energy Services	6018810377	25.9.25	£310.00	£51.67
(SO) HMRC	120PB00464145 24/08	28.9.25	£4.87	
PRECEPT	50%	29.9.25	(£19,625.00)	
Barbara Osborne Business	8138	30.9.25	£66.00	
Hayeswood Landscapes	10117	30.9.25	£240.00	£40.00
Hayeswood Landscapes	10117	30.9.25	£504.00	£84.00
Minuteman Press	18454	30.9.25	£238.00	
R&G Grounds Maintenance	122202 (A508)	30.9.25	£180.00	£30.00
R&G Grounds Maintenance	122202 (Church Yard)	30.9.25	£432.00	£72.00
(DD) Tomato Energy	Sep - 12960483313	14.10.25	£68.95	£3.28
Mark Reeve (Window Cleaner)	1	23.10.25	£30.00	
Welford Christmas Trees	20201076	27.10.25	£366.50	£61.08
(SO) Sarah Stock	October	28.10.25	£429.52	
Minuteman Press	18579	28.10.25	£96.00	
Hayeswood Landscapes	10204	30.10.25	£504.00	£84.00
Hayeswood Landscapes	10204 (inc hedge)	30.10.25	£660.00	£110.00
R&G Grounds Maintenance	122293 (A508)	31.10.25	£90.00	£15.00

R&G Grounds Maintenance	122293 (Church Yard)	31.10.25	£432.00	£72.00
Jack Fairbrother	INV003	31.10.25	£340.00	£56.67
(INCOME) WNC Grant	Mowing Grant	31.10.25	(£253.88)	
(DD) Unity Trust Bank	Statement 79	31.10.25	£6.00	
(SO) Sarah Stock	November	28.11.25	£429.52	
(DD) Unity Trust Bank	Statement 80	30.11.25	£6.00	
(DD) Unity Trust Bank	Statement 81	30.12.25	£6.00	
Northampton Services	Inv. 003 Oct 25	4.11.25	£182.07	

2025/051 Grant Applications

Council to consider awarding a grant to Pitsford Sports Field Committee for £1000 to cover new heating system.

Annual donation to Royal British Legion is imminent. Council may wish to consider increasing the amount from £100 to £200.

2025/052 2026/27 Budget & Precept Request

Council to review draft budget (circulated by email prior to date of the meeting). Final budget will be set in January and precept request sent to WNC before 14th January. The Council Tax Base (number of Band D equivalent homes in the parish) is 352.2. This includes the homes at Moulton Grange.
Council can expect to end the 2025 26 financial year with a closing balance of £36K.

2025/053 Village Green Spaces & Maintenance Council to note, resolve action and allocate funds:

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

All works from September (Item 2025/036) have been completed.

A508 Bus Shelter: Mark Reeve has cleaned the glass (at cost of £30). Council to consider ongoing maintenance.

2025/054 Climate and Nature (CAN) Champion

WNC invites councils to appoint a Climate and Nature Champion. The climate and nature champion acts as the local council's key point of contact and advocate for environmental sustainability, biodiversity, and climate resilience. Training and information available.

2025/055 Tumulus Bench (Continuation of 2025/037)

Council to decide on bench design and allocate funds, to include installation. Circa £1000.

2025/056 Church Yard: Trees & additional items

Tree safety work. As per recommendation by Michael Venton (WNC Tree Conservation Officer), could resolved to undertake tree works. Detail set out in minute reference 2025/038)
Quote from Land Prune £1950

Quote from Dan Thomason £
Council to review quotes and appoint a contractor accordingly.

2025/057 Church Yard Shed

Council to approve expenditure for Cllr MH to obtain pre-planning advice from West Northants Council prior to making an application for purchasing and erecting a shed in the Church Yard. Cost £255

2025/058 Highways

Council asked to endorse a proposal from Church with Chapel Brampton Parish Council requesting the Speed Limit Review Panel consider **reducing the speed limit on Pitsford Road, along with a weight restriction. The primary objectives of this proposal are to:**

1. **Improve road safety** at the Pitsford Road/A5199 crossroads, where a concerning number of accidents have occurred.
2. **Encourage greater pedestrian use** of the pavement between Chapel Brampton village, the Brampton Valley Way (accessed near The Brampton Halt), Brampton Pocket Park and the Northampton Lamport Steam railway.
3. **Enhance safety for vehicles** entering and exiting Sedgebrook Hall, The Brampton Halt, Brampton Valley Way car park and nearby residential properties.

CWCB-PC have engaged Yorks Sweepers to sweep the footpath the A5199 to Brampton Halt, with the objective of widening the path and stopping the vegetation encroaching onto the path. They may use the Immediate Justice team to side out the path.

2025/059 Planning Applications. Council to consider and resolve response to each planning application.

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"

2024/4446/FULL at Land to the northwest of Church Mews Pitsford (Amended)	(CO Oliver Billing, Obs by 11th Nov) Single dwelling and associated outbuildings and ground mounted solar panels.
2024/3523/FULL at Land adjacent to Riverbank Farm Fishery Pitsford Road Chapel Brampton NN6 8AE	(CO Nisar Mogal, Obs by 11th Nov) Change of Use of a Barn to a Dwellinghouse. (Retrospective)

Comments:
2024/3523/FULL. Draft letter of objection circulated to council 4th Nov. Council object on grounds that the proposal is "considered unacceptable" and that "no evidence has been submitted with the application to demonstrate that the building was originally built or used as a barn." And the proposal would conflict with the spatial and housing allocation strategies set out in the development plan as it fails to deliver environmental improvements and satisfy the exceptional circumstances set out by Policy R1 of the adopted West Northamptonshire Joint Core Strategy 2014 or other national and local development plan documents

Date of future meetings: 13th January 2026; 10th March 2026; 12th May 2026 (Annual Parish Meeting & Annual Council Meeting); 14th July 2026; 8th September 2026; 10th November 2026

PITSFORD	Proposed BUDGET 2026/27
Opening Balance	
Audit, Legal & NCALC	**£1,000**
Cemetery Expenditure	**£2,500**
Cemetery Income	£0
Church Mowing & Walls (R&G)	**£3,500**
Clerk's salary (Inc. PAYE & HWA)	**£6,500**
Contingency	£5,000
Donations/Grants	**£1,500**
Election Costs	**£1,500**
General Village Maintenance	**£3,000**
Grass/Verge Cutting	**£4,500**
Insurance	**£1,000**
Office Expenses	**£1,500**
Printer	**£2,500**
Sports Field (Mowing & Insurance)	**£3,000**
Street Lighting	**£1,500**
Wildflower meadows	£1,000
Chairman's Allowance & S137 (Specify)	£250
Legal fees	£0
Village signs	£5,000
Church Yard Shed & Ground Works	£4,000
TOTAL EXPENDITURE	£48,750
VAT	
PRECEPT	**£40,500**
RESERVES	**£8,250**

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