

Pitsford Parish Council www.pitsfordvillage.co.uk

Minutes of Pitsford Parish Council Meeting held on **Tuesday 13th January 2026,** at 7:30pm, Pitsford Village Hall, Pitsford High Street.
Minutes taken by the Clerk, Sarah Stock.

Apologies: Ward Cllrs Gaskell, York & Slope.
Attending: Cllrs Alastair Kimbell, Mary Podesta, Jon Sambrook, Keith Issacs, Maureen Holiday, Simon Phipps, Chelsey Furniss.

2025/060 **Declarations of Interest.** None reported.

2025/061 **Public Session.** No public attending.

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. Paul Thomas repairing in spring.
- High Street Parking: Residents now parking on driveways, and problem has resolved itself. Item adjourned.

2025/062 **To approve minutes from:** 10th November. Agreed.

2025/063 **To accept Bank Reconciliation & YTD Budget vs Expenditure review.** Noted.

Opening Balance 2025/26	**£34,459**	
YTD Income	£42,919	
YTD Expenditure (inc. VAT & pending unity payments)		£30,613
Current Account (Unity 20427472)		£3,152
Reserve Account (Unity 20428196)		£45,149
Balance b/f		£48,301
YTD Closing balance (less pending expenditure)		**£46,766**
2025/26 YTD Unclaimed VAT	£2,757	

2025/064 **Accounts for Payment & Receipts.** Council resolved to pay the following items:

Payee	Invoice #	Invoice Date	Amount Due (Inc. VAT)	VAT
Northampton Services	Inv. 003 Sep 25	4.11.25	£182.07	
Northampton Services	Inv. 004 Oct 25	4.11.25	£182.07	
(DD) Unity Trust Bank	Statement 81	30.11.25	£6.00	
Minuteman Press	18727	28.11.25	£154.00	
Royal British Legion	Minute ref: 2025/051	3.12.25	£200.00	

Kevin Matthews	INV PPC-010	10.12.25	(£250.00)	
(SO) HMRC	120PB00464145 24/10	28.9.25	£4.87	
(SO) Sarah Stock	December	28.12.25	£429.52	
(DD) Unity Trust Bank	Statement 82	30.12.25	£6.00	
INTEREST	Statement 65	31.12.25	(£262.78)	
Exps. SS (Amazon)	Stationery	7.1.26	£14.94	
Parish Council Websites	INV-4016	21.11.26	£273.60	£45.60
Info Commissioner Office	ZA154346	24.11.25	£52.00	
Barbara Osborne Business	Inv. 8213	31.12.25	£66.00	
West Northants Council	424003098970	14.11.25	£64.50	
(SO) HMRC	120PB00464145 24/09	28.9.25	£4.87	
(SO) Sarah Stock	January	28.11.25	£429.52	
Hayeswood Landscapes	10468	17.12.25	£240.00	£40.00
Mark Reeve (Window Cleaner)	Inv. 2	15.12.25	£20.00	
Northampton Services	Inv. 004 Nov 25	6.1.26	£182.07	
Northampton Services	Inv. 005 Dec 25	6.1.26	£182.07	
(DD) Unity Trust Bank	Statement 83	30.1.26	£6.00	

2025/065 2026/27 Budget & Precept Request

Council reviewed the budget published with the agenda and in addition resolved to cover the cost of a housing needs survey and updating the Neighbourhood Development Plan, increasing the total budget by £1000 and reallocating contingency funds.

Council resolved to set a budget (details below) of £50,500. £8,000 to be drawn from reserves and £42,500 to be met from precept. Council resolved to set a precept against WNC of £42,500.

Audit, Legal & NCALC	£1,000
Cemetery Expenditure	£2,000
Chairman's Allowance & S137 (Specify)	£250
Church Mowing & Walls (R&G)	£3,500
Church Yard Shed & Ground Works	£4,000
Clerk's salary (Inc. PAYE & HWA)	£6,500
Contingency	£2,000
Donations/Grants	£2,500
Election Costs	£1,500
General Village Maintenance	£3,000
Grass/Verge Cutting	£4,750
Insurance	£1,000
Neighbourhood Development Plan & Housing Survey	£4,000
Office Expenses	£1,500
Printer	£2,500

Sports Field (Mowing & Insurance)	£3,000
Street Lighting	£1,500
Village signs	£5,000
Wildflower meadows	£1,000

2025/066 **Grants & Donations** Council declined to donate to Citizens Advice West Northants and Cherwell.

2025/067 **Village Green Spaces & Maintenance** Council to note, resolve action and allocate funds: Wildflower strip, Moulton Rd: Tumulus: Millennium Spinney: The Green: The Island: The Square: Cemetery:

Thanks to Paul Thomas for clearing, tidying and mowing the cemetery in readiness for the funeral held before Christmas and for clearing outside the school.

Council resolved to restore wildflower areas on Moulton Road & north end of new cemetery. Moulton Road bed to be rotavated and reseeded; cemetery occupied area will be mowed and remainder planted with wild grasses if needed.

Council to request Paul Thomas to clear Moulton Road wall, removing ivy using common land to compost.

2025/068 **Tumulus Bench** (Continuation of 2025/037)
Council reviewed bench designs and resolved to purchase bench supplied by Glasdon Ltd. It is a traditional heritage design but made from recycled cast iron and uses recycled material slats. Total cost excluding installation £1,322.58. Paul Thomas will install the seat.

2025/069 **Church Yard: Trees & additional items**
Tree safety work. As per recommendation by Michael Venton (WNC Tree Conservation Officer), council resolved to undertake tree works. Detail set out in minute reference 2025/038)
Quote from Land Prune £1,950. Quote sought from Dan Thomason however, he is unable to complete a tree survey. Council resolved to appoint Land Prune.

2025/070 **Assertion 10 (Data Compliance)**
Council noted the details of Assertion 10 (circulated with the agenda) and resolved to review security on personal equipment used for council business. Website, GDPR and Data Policy are in place.

2025/071 **Local Plan Consultation**
West Northamptonshire Council published the emerging Local Plan. The consultation begins beginning of February and runs for 8 weeks. The plan identifies a need for 30 homes in Pitsford. Council resolved to respond to the consultation, objecting to the allocation, making the following points:

- Pitsford is designated secondary village (the bus service tipped the balance of weighting) but does not have services to support growth.
- The 2021 housing need survey identified a need for only 11. Village has a range of housing stock.
- Council noted development applications on sites at the edge of Pitsford have been refused as they do not have suitable access.

Council resolved to commission a new housing needs survey and will review the Neighbourhood Development Plan after publication of the Local Plan.

2025/072 Local Transport Plan

West Northamptonshire Council are currently consulting on the first three supporting strategies following adoption of the Local Transport Plan: the draft Active Travel Strategy, draft Rail Action Plan, and draft Mobility hub Action Plan. The Council's consultation survey for these documents closes on the 27th January.
Councillors to review impact on Pitsford Village and respond to the clerk by email. Council noted the need to promote the Northern Orbital Road to serve new housing and provide relief to villages.

2025/073 Planning Applications. Council to consider and resolve response to each planning application.

Application 2024/3523/FULL at Barn South of Brampton Fisheries Pitsford Road Chapel Brampton Northamptonshire remains undetermined. Clerk to seek update from case officer.

Sign on Brampton Lane/A508 junction needs adjusting – clerk to report to Fix My Street.

Date of future meetings: 3rd March 2026; 12th May 2026 (Annual Parish Meeting & Annual Council Meeting); 14th July 2026; 8th September 2026; 10th November 2026

Meeting closed 20:25