

GUILSBOROUGH PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilsborough Parish Council held at Guilsborough Village Hall, The Green, Guilsborough on Monday 12th January 2026 at 7.18p.m.

In Attendance:

Councillors: Cllr Anthony Hart (Chair of the meeting), Cllr David O'Neil, Cllr Lisa Phillips, Cllr Ian Miller and Cllr Sarah Harris,

Others: Ciara Wanstall (Parish Clerk)

Apologies: Cllr Caroline Smith and Cllr Sarah Edwards

01.2026 – Public Forum

No members of the public were in attendance.

02.2026 – Apologies for absence and acceptance of any apologies

Cllr Caroline Smith and Cllr Sarah Edwards gave apologies, they were accepted.

03.2026 - Declarations of Interest on agenda items only

There were no declarations of interest to report.

04.2026 – Resolution to consider written requests for dispensations on agenda items

None received.

05.2026 – Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 8th December 2025

The Clerk reported an administrative error at minute “229.2025” – it stated the June meeting would take place on the 15th. The minutes have been updated to reflect the correct date, the 8th June 2026.

***Resolved:** to accept the minutes of the last ordinary meeting of the Council on 8th December 2025 as amended, as true and accurate records. The minutes were signed by the Chairman.*

Action: Chairman

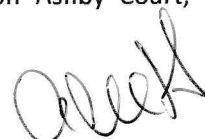
06.2026 – Matters arising (for information only)

The Clerk reported she has made enquiries with E.ON regarding the street light upgrades and will report back in due course.

07.2026 – Planning Applications for comment:

There were no planning applications for comment.

The Chairman reported there is an amendment to 2023/7665/FULL – Land off Ashby Court, Guilsborough but no formal notification of consultation has been received.



The Clerk reported that the planning officer has confirmed “the amendments are largely technical in nature and follow requests for further information by the LPA. As such, we have only consulted with those parties that requested the further information, i.e.. the lead local flood authority. We may re-consult on a wider basis once further information is submitted.”

Cllr David O’Neil has reviewed the planning portal noting that the applicant has carried out the reports requested by the Parish Council; arboricultural, drainage, ecological and cross sections. He understands an engineering report has been completed but not yet submitted to the LPA. He noted the Council did ask for a design and access statement, which hasn’t been completed. However, the applicant has addressed the various points the Council raised via other documents.

Note approval of 2025/4649/FULL - The Stables, Church Way, Guilsborough, NN6 8QF. Converting the existing Conservatory to Garden Room, replace glass roof and Installation of a free standing greenhouse.

08.2026 – Village Hall – Terms & Condition for hire

The Council noted the terms were typical and most clauses didn’t apply to Council meetings i.e. the use of a bouncy castle, alcohol licence etc.

Resolved: to accept the Terms and Conditions and ask the Clerk to utilise the Hallmaster booking system going forward.

Action: Clerk

09.2026 – Consider Citizen Advice’s request for support via a donation

Resolved: to defer consideration until after item 10 – finance/legal.

10.2026 – Finance/Legal

a) Note income received and payments made since the last meeting:-

| <u>Date</u> | <u>Description</u> | <u>Receipts (£)</u> | <u>Payments (£)</u> |
|-------------|--|---------------------|---------------------|
| 05/12/2025 | Interest (reserve account) | £132.66 | |
| 09/12/2025 | Playdale – park equipment deposit (3rd instalment) | | £6,046.60 |
| 30/12/2025 | HSBC Bank Charge | | £0.80 |

b) Note and approve proposed payments for January 2026:-

Resolved: to ask the Parish Clerk to make the following payments:-

| <u>Payee</u> | <u>Description</u> | <u>Amount (£) – inc VAT if applicable</u> |
|---------------------------|------------------------------|---|
| Ciara Wanstall | January 26 salary & expenses | £596.20 |
| Guilsborough Village Hall | Hall Hire December 25 | £20.00 |

| | | |
|-------------------------------|---|------|
| E.ON Energy Solutions Limited | Street Light Maintenance (Oct - Dec 25) | £255 |
|-------------------------------|---|------|

c) Bank Reconciliation for period ending 31 December 2025

The Internal Control Councillor was satisfied the bank account reconciled with the approved payments.

d) Consider the draft budget for 26/27 for approval and agree the precept request.

Budget

- The Clerk had updated the draft budget in accordance with previous actions.
- The total expenditure proposed for 2026/27 is £48,141.40, consisting of:
 - an operational budget (day to day expenses) of £39,641.40.
 - earmarked funds allocating £7,500 to the playground fund and £1,000 to the cob barn fund. A total of £8,500.

Precept

- As the number of chargeable houses for Council Tax (set WNC) has reduced from 317.9 to 312.5, if the precept was kept the same at £34,800, there would be a slight increase in costs in any event e.g.
 - £34,800 precept, increased cost to Band D = £1.89 per year = 4p per week
 - £34,800 precept, increased cost to Band H = £3.78 per year = 8p per week
- As the proposed budget is £48,141.40, considerations were given to raise the precept to tackle the income deficit. The Clerk prepared calculations to demonstrate the increased cost as follows:-
 - £36,540 precept, Band D additional cost = £5.57 per year = 11p per week
 - £36,540 precept, Band H additional cost = £11.14 per year = 22p per week
 - £38,280 precept, Band D additional cost = £11.14 per year = 22p per week
 - £38,280 precept, Band H additional cost = £22.27 per year = 43p per week
- The Council noted a precept of £36,540 would result in the Council utilising £8,121.40 of reserves to fund the budget deficit. Whereas if the precept was increased to £38,280, the Council would utilise £6,381.40 of reserves.

Reserves

- The Clerk reported that at the end of March 2026, it is estimated that the Council will have roughly £30,571.10 of reserves.
- It is recommended to keep reserves of 3 – 12 months of net revenue expenditure.
- The Council agreed to ascertain net revenue expenditure by discounting discretionary services from the operational budget.
- i.e. £39,641.40 minus £5,700 (contingency funds, s.137/community grants and the annual parish event). £33,941.40 = net revenue expenditure
- The Council considered the financial implications of keeping 3 months (£8,485.35) or 6 months (£16,970.70) of net revenue expenditure. It was thought

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3 months was too risky should an expected event occur. It was agreed £16,970.70 as general reserves would be a more prudent approach.

Resolved: to approve the 26/27 budget (£48,141.40) on the basis a precept of £38,280 is requested, the Council utilise other anticipated income (£3,400) and reserves of £6,381.40 for the remaining deficit.

Resolved: to keep £16,970.70 as general reserves (6 months of net revenue expenditure discounting discretionary services), to action virements of earmarked funds as follows; £1,000 to the cob barn fund & £6,381.40 to the playground fund.

11.2026 – Consider Citizen Advice’s request for support via a donation

Resolved: to donate £50 to Citizen Advice. The Clerk to arrange for the February meeting.

Action: Clerk

12.2026 – Councillor Reports

a) Playground – Chairman

Hedges have been cut back in anticipation of the play equipment installation. Preparatory work is to be undertaken to level the ground.

Resolved: to delegate authority to the Clerk to sign off on a satisfactory installation of the play equipment and update the insurance policy accordingly.

Action: Clerk

b) Highways – Cllr Phillips

West Northamptonshire roads have been identified as the worst in the country.

General discussions took place about electric charging points with Cllr Phillips noting WNC have secured funding from the government’s Local Electrical Vehicle Infrastructure Capital Fund (LEVI).

The Chairman noted he has requested that grit bins are replenished. Discussions took place about whether the Parish Council should fund further grit bins. Locations were discussed, i.e. the lower end of Nortoft where the housing stops and further down towards Welford Road given the number of cars recently stuck at this spot.

c) Street Lights – Clerk / Cllr Miller

Await a quote from E.ON to upgrade lights to LED utilising the remaining 25/26 budget.

d) Parish Assets including updates on Speed Awareness Devices – Cllr Miller

Cllr Miller replaced the battery on the speed awareness device and checked the Defibrillator noting the pads expire in 2028.

Discussions took place about the cob barn and the remedial work previously identified. Cllr Miller/Clerk will obtain updated quotes for review at the February meeting. Consideration was also given to whether a condition report was required.



Action: Clerk

e) Village Trees – Cllr Edwards

Nothing to report. Clerk noted previous tree work identified, she will obtain two further works for the February meeting.

Action: Clerk

f) Footpaths and Rights of Way – Cllr Edwards

Nothing to report.

g) Police Liaison – Cllr Harris

The Neighbourhood Beat Bus is scheduled to come to the area on May 14th and November 26th. A note will put in the village link closer to the time.

h) GPFA Liaison – Cllr O’Neil

Nothing to report.

i) School Liaison – Cllr Smith

Nothing to report.

13.2026 - Items for Village Link - Chairman

The Council are considering new grit bins, taking into consideration current provisions, proposed locations and the long term cost. The Council have increased the precept to £38,280 which will help to fund further play equipment and also help with maintenance costs on the cob barn. A request for parishioner feedback on electric charging points. A general reminder that speed limits should be observed.

14.2026 – Correspondence received

Public consultation on WNC’s Draft Local Plan is expected to launch at the start of February 2026 for 8 weeks:-

- It currently proposes a housing target for Secondary Service Villages – Guilsborough’s proposed target is 31 houses up to the period 2043.
- It identifies development, which includes 1,000 houses at Long Buckby train station
- It also proposes to amend Guilsborough’s village confines.

15.2026 – Items for next Meeting – Monday 9th February 2025

Annual Parish Event, grit bins, electric charging points, cob barn quotes, tree works quote.

The meeting closed at 20.50pm

Chairman



Date:

09/02/26