

GUILSBOROUGH PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilsborough Parish Council held at Guilsborough Village Hall, The Green, Guilsborough on Monday 23rd March 2026 at 7.15p.m.

In Attendance:

Councillors: Cllr Anthony Hart (Chair of the meeting), Cllr David O'Neil, Cllr Lisa Phillips, Cllr Ian Miller, Cllr Sarah Harris, Cllr Sarah Edwards & Cllr Caroline Smith (from 7.20pm)

Others: Ciara Wanstall (Clerk)

Apologies: Cllr Christine Ware (Ward Cllr)

34.2026 – Public Forum

Ward Cllr Christine Ware provided a detailed summary in advance of the meeting, the following was reported for the minutes:-

- WNC are registering interest to become a Foundation Strategic Authority (FSA); the first rung on the ladder to Mayoral Strategic Authority (MSA) and ultimately on to an Established Mayoral Authority (EMA). This is important as it will be an avenue to accessing government funding in the future.
- Previously WNC registered interest to be part of South Midlands Mayoral Strategic Authority which included Bedford, Bedfordshire, Luton and Milton Keynes but unfortunately Milton Keynes rejected us.
- At present the fallback position which the Administration seem keen to press is a FSA with North Northants. In effect, going back to the old County Council geography. This falls short of the 1.5 million people needed for a MSA (a requirement expected to be introduced).
- This leads to questions of what it means for funding and potential investment in Northamptonshire and how long will the FSA level be maintained before new requirements are introduced.
- Cllrs are encouraging the Administration to continue looking for other councils who will compliment and supplement what we have to offer in Northamptonshire.
- WNC's public consultation on the draft Local Plan is open until 27th March.
- WNC public consultation on The Local Nature Recovery Strategy closes on 25th March.

35.2026 – Apologies for absence and acceptance of any apologies

Cllr Ware gave her apologies. These were accepted.

36.2026 - Declarations of Interest on agenda items only

There were no declarations of interest to report.

37.2026 – Resolution to consider written requests for dispensations on agenda items

None received.

38.2026 – Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 9th February 2026

Resolved: to accept the minutes of the last ordinary meeting of the Council on 9th February 2026 as true and accurate records. The minutes were signed by the Chairman.

Action: Chairman

39.2026 – Matters arising (for information only)

Cllr Caroline Smith arrived at 19.20pm.

- Request to WNC for grit bins
 - Clerk confirmed the position as 1 on the entrance to Neaton Lane - (Nortoft), 1 on Crow Hill heading to the A5199 – (Nortoft).
- Annual Parish Event to be held at the Village Hall on Sunday 19th April from 1.30 – 4.30pm.
- Wicksteed instructed to carry out surface repairs under the swings for £953.70 + VAT

40.2026 – No Planning Applications for comment

Nothing to report.

41.2026 – WNC’s public consultation on the draft Local Plan is open until 27th March 2026. The Council will consider their response.

Cllr O’Neil attended WNC’s public consultation event and summarised:-

- discussions needed to take place regarding the proposed changes to the village confines
- “Policy R6 – Rural areas housing requirements” (minimum housing figures for each parish) were roughly in line with what was indicated in the Neighbourhood Plan
- WNC confirmed they did not know if the schools would require expansion (they did not have the relevant reports yet)
- Special Landscape Areas will be taken into consideration by the planning inspectorate.

Resolved: to strenuously object to amending the village confines as the current confines were democratically voted on during the adoption of the Neighbourhood Plan. When the Parish Council update their Neighbourhood Plan, they would anticipate a full consultation with parishioners regarding any proposed changes.

Resolved: to raise concerns regarding Policy LB1 (1,000 houses at Long Buckby) noting the potential highway impact on Guilsborough from commuting and school traffic. The Council recognise the large catchment area of Guilsborough Academy, noting under Policy R6 the linked areas associated with the school have a minimum housing total of 410 new dwellings (22 - Creaton, 98 – Crick, 32 - East Haddon, 33 - Naseby, 54 - Spratton, 53 - Welford, 81 - West Haddon, 37 – Yelvertoft).

Action: Clerk

42.2026 – Street Light upgrades

- a) the Council have instructed E.ON to upgrade 7 street lights for £3,511 + VAT utilising the 25/26 budget. Work is expected to commence in April 2026.
- b) Council to consider upgrading the final 7 street lights to LED. The 26/27 budget is £3,500 + VAT. E.ON’s quote for the work is £4,320 + VAT (due to different types of lanterns)

Resolved: to instruct E.ON to upgrade the final 7 street lights (all 14 lights to be upgraded together) at a cost of £4,320 + VAT (the overspend being born from general reserves).

Action: Clerk

43.2026 – Cob Barn

- a) Quotes for repairs to the cob barn (condition survey)

Resolved: to ask the Clerk and Cllr Miller to identify the work in priority order. Clerk to ascertain the scope of work for each aspect by obtaining at least one quote. This can then be used to discuss the proposals with the Planning Officer during the pre-application meeting. Clerk/Cllr Miller to report at the next meeting.

Action: Clerk/Cllr Miller

- b) Rent Review for tenants

Cllr Miller declared an interest as a tenant and withdrew from the debate.

Resolved: to agree to a 10% increase in the 2026/27 annual rent for all tenants, (noting that the last rent increase was effective from 1 April 2024 and the current inflation rates). The Council will seek to obtain a market appraisal of the rent in 2027/28. The Clerk will notify tenants as soon as possible.

Action: Clerk

44.2026 – Poppy proposal from Guilsborough, Hollowell & District RBL

Resolved: to support the proposal but the Council request great care is taken with the hooks on the listed building and that endeavours are made so there is no damage to the tree. As the installation will be on a public space, please ensure you undertake health and safety precautions. Please can the organisers email the Clerk and Cllr Hart to confirm when the installation is complete, so the Parish Council can check the safety of the public space.

Action: Clerk / Cllr Hart

45.2026 – Quotes for Treeworks

- Maurice Fitch undertook the tree inspection survey and quoted £1,440 + VAT to carry out the works.
- Barges Branches quoted £1,500 + VAT for all of the work identified in the tree inspection survey plus a few extra trees in the playing field to have weeds removed and bases mulched.
- Hutchinson Arboriculture quoted for all of the work identified at a cost of £2,400 + VAT.

Resolved: to instruct Barges Branches to carry out the work.

Action: Clerk

46.2026 – WNC consultation on Parish and Town Council Election Charges

Resolved: to respond support option C.

Action: Clerk

47.2026 – Approve £400 + VAT fee for a new website with Parish Council websites and a £25 + VAT per month for hosting and support

Resolved: to approve the one off website fee to Parish Council Website for £400 + VAT and a monthly cost of £25 + VAT for April 2026 to March 2027.

48.2026 – Governance

Resolved: to adopt the IT Policy, Risk Assessment, Asset Register, GDPR policies

Resolved: to note that the Clerk has flagged the risk of using HSBC internet banking without dual authorisation and asked her to action appropriately to reduce the risk identified.

Action: Clerk

49.2026 – 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>
09/02/2026	YU Energy – street light supply		£401.06

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

<u>Payee</u>	<u>Description</u>	<u>Amount (£) – inc VAT if applicable</u>
Ciara Wanstall	March 26 salary & expenses	£596.20
Guilsborough Village Hall	Hall Hire February 26	£20
Brixworth Parish Council	Bus Subsidy for 59/60 Service	£1,443.85
Elm Tree Ground Maintenance	Grass cutting services in Guilsborough village, including the church yard and cemetery.	£600
Balfour Beaty	VMS repair – West Haddon Road	£235.84
HMRC	Q4 – N.I & I.T	£562.05

Resolved: to ask the Clerk to write to Brixworth Parish Clerk (administering the Bus Subsidy) and ask for a breakdown of passengers and details about the scheme going forward.

Action: Clerk

- c) Bank Reconciliation for period ending 28 February 2026

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

- d) Note expenditure to date against the budget

Resolved: to defer to next meeting and the Clerk to prepare a detailed summary of expenditure for year end.

50.2026 – Councillor Reports

- a) Playground – Chairman

The Clerk reported an update from Playdale:-

- they attended the site on 13 March and it was still holding water, with ground conditions being unsuitable for installation. They will continue to monitor.
- They asked whether it would be acceptable for the team to work on a Saturday. It is not something they typically propose, but they are very conscious of the need to progress and complete the works.

- They noted the significant ground damage and felt this could have been reduced had the team been permitted to use the existing pathway, rather than being instructed otherwise at the time. Before they return to site, they would like to discuss the reinstatement works.

Cllr Hart noted the workers were advised that the park would remain open to the public so to bear this in mind when using the path. They were not advised that they could not use the path. Cllr O'Neil noted that the contractor should re-seed the Highway verge, which should be marked off with temporary safety tape to allow re-growth.

Resolved: to request a site visit with the contractor to discuss outstanding issues.

Action: Clerk

b) Highways – Cllr Phillips

- Potholes continue to be an issue across the parish, they have been reported.
- Cllr Phillips is investigating additional signage for Cold Ashby Road due to the number of speeding cars. The Council agreed the mobile speed device should be relocated to Cold Ashby Road in the interim.
- Cllr Hart reported in respect of the request to remark the parking bays on the High Street, Highways have confirmed that regulations have changed for car parking widths. Therefore, this would result in fewer spaces than what can currently be used. Cllr O'Neil noted when the bays were previously repainted, the spaces were reduced by one in any event (the old lines are still evident). Therefore, this “old space” could accommodate the additional width. Cllr Hart will relay this back to Highways and report back.

Action: Cllr Hart

c) Street Lights – Clerk / Cllr Miller

Nothing to report.

d) Village Trees – Cllr Edwards

Nothing to report.

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

Move the device to Cold Ashby Road, as discussed prior.

Action: Cllr Miler

f) Footpaths and Rights of Way – Cllr Edwards

Nothing to report.

g) Police Liaison – Cllr Harris

Nothing to report.

h) GPFA Liaison – Cllr O’Neil

- A new constitution is being drawn up as the original was not fit for purpose. Trustees will be elected every year at the AGM with each resident of Guilsborough having one vote. One Trustee must be a Parish Council member.
- Pressure on the budget remains, as the nursery project was estimated to provide £5,000 of annual income (this is no longer proceeding).

i) School Liaison – Cllr Smith

Nothing to report.

j) Climate and Nature (CAN) Champion – Cllr Smith

Nothing to report.

51.2026 - Items for Village Link – Chairman

Nothing to report.

52.2026 – Note correspondence and items for next Meeting – Monday 13th April 2026

- Highways - Cold Ashby Road protection, double yellow lines, parking on grass verges and electric charging points.

The meeting closed at 21.22pm

Chairman

Date: