

GUILSBOROUGH PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilsborough Parish Council held at Guilsborough Village Hall, The Green, Guilsborough on Monday 8th June 2026 at 7.15p.m.

In Attendance:

Councillors: Cllr Ian Miller (Chair of the meeting), Cllr Sarah Harris, Cllr Sarah Edwards, & Cllr Caroline Smith.

Others: Ciara Wanstall (Clerk), Cllr Christine Ware (Ward Cllr), 1 member of the public

Apologies: Cllr Anthony Hart, Cllr David O'Neil, Cllr Lisa Phillips

Resolved: to appoint Cllr Miller as chair of the meeting.

84.2026 – Public Forum

Simon Moorhead attended as a representative of the GPFA in reference to the grant for treeworks.

Cllr Ware reported:-

- WNC appointed Fiona Baker and Anthony Lock as Chair and Vice-chair at the recent AGM and implemented two changes to cabinet.
- WNC continue to recruit for a permanent Chief Executive but have recruited a new director of Place, Economy and Environment (details to be announced shortly).
- WNC's decision to bring their waste collection contract in house from 2028 has resulted in dissent from South Northamptonshire and Northampton Town, as there bins will be collected every 3 weeks, rather than every 2. This change does not apply to areas which currently use refuse sacks (or the Daventry district as it currently uses the 3 week schedule).
- She attended a WNC briefing about the local plan, noting a second workshop on 11th June.

85.2026 – Apologies for absence and acceptance of any apologies

Cllr Hart, Cllr O'Neil and Cllr Phillips gave their apologies. They were accepted.

86.2026 - Declarations of Interest on agenda items only

There were no declarations of interest to report.

87.2026 – Resolution to consider written requests for dispensations on agenda items

None received.

88.2026 – Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 11th May 2026

Resolved: to accept the minutes of the last ordinary meeting of the Council on 11th May 2026 as true and accurate records. The minutes were signed by the Chair. **Action: Chair**

89.2026 – Matters arising (for information only)

- Parish Council Meetings for 2026/27 will be held at 7.15pm at the Village Hall as follows:-

- Wednesday 15th July 26
 - No meeting in August 26
 - Wednesday 2nd September 26
 - Wednesday 7th October 26
 - Wednesday 4th November 26
 - Wednesday 9th December 26
 - Wednesday 6th January 27
 - Wednesday 3rd February 27
 - Wednesday 3rd March 27
 - Wednesday 7th April 27; and
 - Wednesday 5th May 27
- Bus Subsidy 59/60:
 - WNC officers have confirmed ‘The 59/60 is one of the few services which is mostly funded from the council’s own revenue budget rather than dependent on the grant funding we receive from the Department for Transport. Our support for the service is well established because of this and the parishes along the route benefit from the service, in contrast to many other rural parishes who do not benefit from a regular bus service.
 - Financial contributions from parish councils covers some of the costs of the contract, as well as underlining the local need and importance of the service to residents. As such this would be a factor in any future decisions to reduce our financial commitment to the service. Past and ongoing financial support from the parishes to the service will be looked on favourably when we undertake future reviews of the services we support. The parish councils should be mindful of this in their current budget discussions.
 - For the time being we have no immediate plans to reduce the service level for parish councils who choose to no longer contribute to the service. This is out of fairness to users of the service and to avoid a situation where we regularly have to revise a route in response to parish budget decisions.’
 - Cllr Ware reported: “WNC contributes over £100k of support to keep the service running - net of any revenue from passengers. As you know, passenger numbers are increasing showing the importance of this service to our rural villages.
 - You may be aware that in 2022 WNC had proposed to cut their overall bus support funding by two thirds. A campaign by WNC Cllr Harris was supported by Naseby, Welford and Brixworth Parish Councils. The Chairs of these parish councils made representations at the full council meeting and presented a petition to keep the supported bus services. This was successful.
 - In summary, there will be no revision of route this year, however, if parishes resolve not to support the service in the future then this may have an impact on, not only the route through that particular parish, but also the service itself.

Resolved: *to prioritise preparing the public consultation on bus usage in August.* **Action:** *Clerk*

- Cob Barn reinstatement cost assessment

Resolved: *to defer consideration to the July meeting.* **Action:** *Clerk*

90.2026 – No Planning Applications for comment or updates to report

Nothing to report.

91.2026 – Consider a grant request for £2,300 + VAT from the GPFA for treeworks

Detailed discussions took place. The Council noted this is the 2nd request for treeworks in the last 12 months and they have already experienced unexpected costs in Q1. The Clerk reported if the

Parish Council undertake the contract then they would legally be able to reclaim the VAT but they cannot if they simply provide a grant.

Resolved: *the Council are minded to undertake the contract subject to further consideration of the 26/27 budget and the Clerk obtaining a third quote. Agreed to defer to the July meeting.*

Action: Clerk

92.2026 – Consider clearing the leaves on the footpath at the top of the High Street

Resolved: *to defer to July meeting.*

Action: Clerk

93.2026 – Governance

- a) Consider the adoption of the Staffing Committee Terms of Reference

Resolved: *to adopt the Staffing Committee Terms of Reference*

Action: Clerk

- b) Note the schedule of Council Policies

Clerk to update the schedule with the current Grant Policy.

- c) Consider additional Councillor responsibilities – Church Liaison, Finance Strategy, Planning

Resolved: *to appoint Cllr David O’Neil as the Church Liaison, with ad-hoc reports as required. The Council felt Finance Strategy and Planning should remain with the full Council.*

94.2026 – Councillor Reports

- a) Playground – Clerk

- After much correspondence back and forth, Playdale have agreed to cover the reinstatement works in full (no contribution from the Parish Council).
- Some work was undertaken on Saturday 30th May, with new turf being laid.
- Local resident, Hugh Lowther, kindly placed a IBC tank at the playground to facilitate watering the new turf. Cllr Hart (in agreement with the Clerk) purchased a battery operated jet wash to pump the water from the tank (he will seek reimbursement roughly £60 at the next meeting). Cllr Hart and Cllr Miller have been taking turns to water the new turf on non-raining days.
- The fence around the equipment is protecting the new turf and should be removed by the end of June. A fence remains laid on the grass by the entrance.
- Further reinstatement work has taken place today, grass seed has been sown onto top soil in the areas where the grass was damaged.
- Playdale are yet to confirm when the official handover will take place but the Clerk has asked the insurance broker to prepare a quote for updating the insurance policy by £28,824.42 (the cost of the equipment and installation minus one off costs).

Resolved: *to seek confirmation from Playdale that the works are now complete (with the handover outstanding), instruct Wicksteed Leisure Ltd to carry out a survey of the park at an estimated cost of £150 + VAT, and subsequently advise Playdale of the survey findings.*

Action: Clerk

- b) Highways – Cllr Phillips

Resolved: *to put a copy of WNC’s survey “Road Safety Strategy” findings on the website.*

Action: Clerk

c) Street Lights – Clerk / Cllr Miller

- Clerk to clarify with E.ON what is outstanding, some lights were upgraded on 4th June 2026.
- Lights 45 and 46 are currently not working and should be fixed by Monday 15th June.

Action: Clerk/Cllr Miller

d) Village Trees – Cllr Edwards

Nothing to report.

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

Nothing to report.

f) Footpaths and Rights of Way – Cllr Edwards

Remind parishioners to report issues on street doctor and to consider downloading WNC's app.

g) Police Liaison – Cllr Harris

Consider the PCSO providing a talk with local organisations.

Action: Cllr Harris/Hart

h) GPFA Liaison – Cllr O'Neil

Nothing to report.

i) School Liaison – Cllr Smith

Nothing to report.

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

Cllr Smith attended a training course, it noted studies show that the best form of communication is by storytelling to engage the community.

95.2026 – Finance/Legal

a) Note income received and payments from the last meeting up to 31st May 2026:-

<u>Date</u>	<u>Description</u>	<u>Receipts</u> <u>(£)</u>	<u>Payments</u> <u>(£)</u>
14.05.26	Rent – T Harper	£357.50	
08.05.26	YU Energy – street light supply		£226.62
08.05.26	ICO – Data Protection fee		£47
21.05.26	Barges & Branches – treeworks		£1,800
22.05.26	HSBC charges		£0.80

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

<u>Payee</u>	<u>Description</u>	<u>Amount (£)</u>	<u>VAT (£)</u>
Ciara Wanstall	June 26 salary & expenses	£571.20	n.a
Guilsborough Village Hall	Hall Hire May 26	£20	n.a
Elm Tree Grounds Maintenance	Mowing Village, Churchyard & cemetery	£600	n.a
Maximow	Mowing	£150.66	n.a
HMRC	PAYE – I.T & N.I	562.05	

Resolved: to approve the proposed payments for June 2026.

Action: Clerk

- c) Bank Reconciliation for period ending 30 April and 31 May 2026

Resolved: to defer to the July meeting.

- d) Review 2025/26 year end

Resolved: to defer to the July meeting.

- e) Note Reserves as of 31.05.26

Resolved: to defer to the July meeting

96.2026 – AGAR

- a) Annual Internal Audit Report: To receive and note the report from the independent internal auditor.

Resolved: to note the Internal Auditor's Reports

- b) Annual Governance Statement (Section 1): To consider, approve and sign

Resolved: to approve Section 1 of the AGAR.

- c) Accounting Statements (Section 2): To consider, approve and sign

Resolved: to approve Section 2 of the AGAR.

- d) Supporting Documentation: To note and approve the bank reconciliation, variance analysis, and the dates for the exercise of public rights

Resolved: to approve the bank reconciliation, variance analysis and the dates for the exercise of public rights – 22nd June to 21 July 2026.

97.2026 - Items for Village Link

Remind residents about WNC's app:-

- **Bin Collections:** View collections schedule and set alerts so you never forget to put your bins out.
- **Report It:** Easily notify the council of street cleansing issues, litter, and fly-tipping.

- **Local Information:** Find nearby council offices, parks, libraries, and food banks.
- **News & Alerts:** Stay updated with the latest WNC news and any disruptions to local services.

Update residents that works at the playground continue with the contractor and it is expected that the fence will stay in situ for 3 weeks to allow the new turf to bed in. The Parish Council are mindful that the delays will have undoubtedly caused frustration to residents but the Council are hopeful for a summer opening.

98.2026 – Note correspondence and items for next Meeting – Monday 15th July 2026

- Clerk's to set up forwarding emails to the Chair/Vice-Chair during her absence 23rd June to 7th July (inclusive).

The meeting closed at 20.45pm.

Chair

Date: