GUILSBOROUGH PARISH COUNCIL

Minutes of the Ordinary Meeting of Guilsborough Parish Council held at Guilsborough Village Hall, The Green, Guilsborough on Wednesday 2nd September 2026 at 7.15p.m.

In Attendance:

Councillors:	Cllr Anthony Hart (Chair of the meeting), Cllr David O'Neil, Cllr Lisa Phillips, Cllr Sarah Edwards, Cllr Ian Miller & Cllr Caroline Smith.
Others:	Ciara Wanstall (Clerk), Cllr Christine Ware (Ward Cllr)
Apologies:	Cllr Sarah Harris

113.2026 – Public Forum

Cllr Ware reported:

- WNC has appointed a Chief Executive and s.151 officer. Recruitment is ongoing for a new Director of Resources.
- WNC Cllrs now consist of 8 Lib Dem, 8 Labour, 17 Conservative, 2 Restore and 39 Reform
- Under the August 2026 National Planning Policy Framework, it has become significantly more difficult to object to development simply because it is outside the settlement boundary
- WNC's current land supply is 4.3% so whilst all planning policies are appropriately considered a planning decision is tilted in favour of approval unless significant harm can be proven.
    - Cllr O'Neil asked Cllr Ware to provide the Housing Delivery Test 2025
- Highways provided a detailed report on what signage can be considered on Cold Ashby Road
    - The Parish Council ask Cllr Ware to investigate road signs further i.e. pedestrian warning signs without proper footways and horse warning signs.
- Highways said there is no data to suggest users are having more issues on Cold Ashby Road with an average speed of 28mph. Cllr Ware noted this was an average taken over 2025.
    - Cllr Miller is to send the data from the speed awareness device on Cold Ashby Road to Cllr Ware. (it was moved late April/early May 2026)
    - Cllr Phillips to send Cllr Ware a map noting particular areas of concern

Resolved: *to request residents make the Parish Council aware of any highway issues they experience on Cold Ashby Road. The Clerk to post the request on the website & social media*

114.2026 – Apologies for absence and acceptance of any apologies

Cllr Sarah Harris gave her apologies. They were accepted.

115.2026 - Declarations of Interest on agenda items only

There were no declarations of interest to report.

116.2026 – Resolution to consider written requests for dispensations on agenda items

None received.

117.2026 – Approve the Minutes of the Ordinary Meeting of the Parish Council held on Monday 15th July 2026

Resolved: *to accept the minutes of the last ordinary meeting of the Council on 15th July 2026 as true and accurate records. The minutes were signed by the Chair.*

118.2026 – Matters arising (for information only)

- Cob Barn reinstatement cost assessment
  - The assessment in 2023 estimated the reinstatement cost would be £82,855.00
  - The declared value in the Insurance Policy 2025/26 is £102,309

Resolved: *to suspend Financial Regulation 5.9 and ask the Clerk to instruct Cardinus Risk Management Ltd to carry out a Reinstatement Assessment on the Cob Barn for £950 + VAT.*

Under s.33 of the VAT Act 1994, Parish Councils can only reclaim VAT on non-business activities. As the Council receive rent on the cob barn/store, this is classed as a business activity.

Resolved: *to ask the Clerk to obtain* VAT advice with NCALC/Steve Parkinson on the Cob Barn.

- Revised fee estimate for the treeworks at the GPFA are now £1,600 plus VAT (Council previously approved £2,000 + VAT).

- WNC can permit the installation of a privately funded grit bin on the public highway
  - Google suggests a standalone private grit bin typically costs between £70 - £200 depending on size, while bundles pre-filled with salt range from £110 to £380.

Resolved: *to ask Cllr Phillips to investigate grit bins further and report back.* ***Action: Cllr Phillips***

119.2026 – No Planning Applications for comment or updates to report

2026/2865/HH - The Tower House, Church Way, Guilsborough NN6 8QF. Extension of existing garage to form a Carport.

Resolved: *to respond no comment.*

2026/3118/FULL and 2026/3119/LBC - St Etheldreda's Church, Coton Road, Guilsborough NN6 8RE. New oak glazed doors to South Porch to replace 20th Century metal gates

Resolved: *to positively support the application as it will encourage further community use.*

Planning update - *2026/2514/LBC Listed Building Consent (Alteration) 2 The Old Grammar School High Street Guilsborough NN6 8PY has been approved.*

120.2026 – Insurance - pre renewal Questionnaire

Resolved: *to ask Cllr Edwards, Cllr Miller and the Clerk to review the current insurance schedule & Council asset register in particular the war memorial and telephone box.*

Action: Clerk/Cllr Miller/Cllr Edwards

121.2026 – Quotes for Playground inspection (£150 to £280 plus VAT)

***Resolved**: to note Playdale have offered a free play equipment inspection. Clerk to organise.*

122.2026 - Dell Warranty & Microsoft Licence

***Resolved**: to not extend the warranty on the Council laptop.*

The Clerk report the laptop came with a free Microsoft365 subscription for 1 year, this is now coming to an end. The Council considered the subscription plans available, noting a desktop based applications would be preferred to just web based.

***Resolved**: to agree to purchase a* Microsoft 365 Business Standard with CoPilot Licence at an average monthly cost of £18.10 + VAT (paid annually). Clerk to ensure firmware is updated.

123.2026 – Consider draft bus consultation

***Resolved**: to update the consultation with the financial support questions first,* include questions about reliability and frequency on usage. Clerk to report back for October.

124.2026 – NCALC Neighbourhood Plan Survey

***Resolved**: to ask* Cllr Hart to complete the survey.

125.2026 – Village Event – Cllr O'Neil & Cllr Phillips

Detailed discussions take place regarding the ability for the Parish Council and other organisations to share the workload and host individual events with the appropriate insurance, risk assessments etc. The Clerk circulated WNC's Event Safety Partnership update.

Resolved**: to support a Guilsborough Village Fete in Summer 2027, Cllr O'Neil to set up a Working Group to include wider village organisations and report back. Clerk & Cllr Phillips to consider Temporary Traffic Regulation Order when the date is agreed. Clerk & Cllr Edwards to consider insurance requirements, once activities are known.* ***Action: Cllr O'Neil

126.2026 – Councillor Reports

a) Playground – Clerk

Cllr Hart undertook a visual survey and all was in order. A signed copy was given to the Clerk.
The Clerk and Cllr Hart met with the M.D of Playdale on 13th August, he agreed:-

- Around mid- September (subject to some rainfall prior) Playdale's inhouse team will:-
  - install heras fencing,
  - chase the grasslock matting and peg (where needed),
  - remove the dead turf & relay new turf around the edge
  - lay new turf around the chambers to raise the ground level
- the site team will show us how to tighten the ropes for maintenance going forward
- they will carry out a free maintenance check of the whole park

- the heras fencing will stay in situ to allow the turf to take, and it will be agreed with us when it is removed
- a few links in the junior swings to be taken out to avoid further ground damage

Cllr Hart and the Clerk agreed, the Council will have someone attend before Playdale leave the site to confirm we are happy with the job. The MD does not expect the Council to settle the final invoice until we are happy with the job.

Resolved: *to note the positive response from Playdale but given upcoming holiday the Clerk to suggest Playdale start work the w/c 28th September. Whilst Playdale have made efforts to put a plan of action in place to rectify the issues, the Council intend to deduct £350 from the final invoice to recover the costs incurred on instructing an independent survey.*

Action: Clerk

b) Highways – Cllr Phillips

- SHDC Baby Barn & Little Paddocks's response to the Parish Council has been circulated. A copy to be sent to Cllr Ware.
- Ongoing parking issues continue, Cllr Lisa Pillips to report back.
- Cllr Hart to send Street Doctor reference of potholes on Nortoft/West Haddon Road to Cllr Ware to follow up as they scheduled to be repaired by February 2027.

Resolved: *to ask Cllr Phillips to complete the Parish Highways Representative Scheme survey and to report blocked drains around the Parish as soon as possible.*

Action: Clerk/Cllr Hart/Cllr Phillips

c) Street Lights – Clerk / Cllr Miller

- National Grid are chasing Eon re installation dates to update the UMS Certificate.
- Photo sensor replaced in lights 45 and 46, invoices presented to the Council. In regards to moving the lights, EON's engineer has advised that "the location is fine, will just need to have the vegetation cut back regularly."

d) Village Trees – Cllr Edwards

Little to note, brief discussion about Cherry Trees.

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

Noted the guttering on the cob barn has been clipped back on.

f) Footpaths and Rights of Way – Cllr Edwards

Some repairs have been actioned but some significant issues are outstanding.

g) Police Liaison – Cllr Harris – Nothing to report

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 - Nothing to report

127.2026 – Finance/Legal

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

Date	Description	Receipts (£)	Payments (£)
06.08.26	Playfix Services – inspection fee		£420.00
10.08.26	YU Energy – street light supply		£189.63

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

Payee	Description	Amount (£)	VAT (£)
Ciara Wanstall	September 26 salary & expenses	£596.20	n.a
Ciara Wanstall	WFH allowance from June 26	£25	n.a
Anthony Hart	Chairman Allowance	£300	n.a
Lowther Farms	Playground Rent Oct 26 – Set 27	£500	n.a
E.ON	Replaced photocell – 45 & 46	£39	£7.80
West Northamptonshire Norse Ltd	Annual empty of dog/litter bin on" The Green" July 2026 - June 2027	£363.16	£72.63
Village Link	Issue 136/137 – Aug/Sept & Oct/Nov	£70	n.a
HMRC	Income Tax & National Insurance Q2 26/27	£562.05	n.a

Resolved: *to approve the proposed payments for September 2026 plus the invoice from Barges and Branches for £1,600 + VAT.* ***Action: Clerk***

c) Bank Reconciliation for period ending 31st July and 31st August 2026 – defer to October.

128.2026 - Items for Village Link

- Footpath repairs – outside your property follow up with Street Doctor.
- Landowners responsibility to cut hedges as we are now out of bird nesting season.
- Parishioners to report any Highway issues on Cold Ashby Road to the Parish Council.

129.2026 – Note correspondence and items for next Meeting – Wednesday 7th October 2026

- Consider Neighbourhood Plan in light of the NPPF
- Guilsborough Village Fete
- Grit bin
- Bus consultation
- Q2 review

The meeting closed at 21.05pm.

Chair …….. Date: