

SIBBERTOFT PARISH COUNCIL

Clerk & RFO: Mrs CE Valentine
c/o 20 Styles Place
Yelvertoft
NN6 6LR
clerk@sibbertoftparishcouncil.gov.uk
www.sibbertoftparishcouncil.gov.uk

MINUTES OF THE SIBBERTOFT ANNUAL PARISH COUNCIL MEETING

Held on Tuesday 12th May 2026 at 20:00 hrs in The Reading Room, Sibbertoft.

Attendees: Chairman G Kershaw, Councillors, Walpole, Bickerstaff, Brunel-While and Wilkinson.
Clerk: Mrs C E Valentine
2 Members of Public

3094	**ELECTION OF CHAIRMAN** It was **RESOLVED** to elect Councillor Graham Kershaw as Chairman.
3095	**TO RECEIVE AND SIGN THE DECLARATION FOR ACCEPTANCE OF OFFICE OF CHAIRMAN.** Form duly signed by G Kershaw**.**
3096	**TO RECEIVE APOLOGIES OF ABSENCE** It was **RESOLVED** to approve apologies from Councillors Abrahams and Parsons (personal).
3097	**ELECTION OF VICE-CHAIRMAN** It was **RESOLVED** to elect Councillor Kate Brunel-While as Vice-Chairman.
3098	**TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA** Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business.
3099	It was **RESOLVED** to **APPROVE AND ADOPT THE GDPR POLICY AND COMPLETE GDPR POLICY COMPLIANCE FORMS**
3100	It was **RESOLVED** to **ADOPT THE CODE OF CONDUCT**
3101	It was **RESOLVED** to **REVIEW AND ADOPT THE STANDING ORDERS**
3102	It was **RESOLVED** to **CONFIRM PLACE, TIME, AND FREQUENCY OF MEETINGS AS PER THE STANDING ORDERS (5)** First Tuesday of each month, except for August and January, 8pm The Reading Room.
3103	It was **RESOLVED** to **REVIEW AND ADOPT THE FINANCIAL REGULATIONS (REVIEWED & READOPTED 2023)**
3104	It was **RESOLVED** to **CONFIRM THE PARISH COUNCIL MEETS THE ELIGIBILITY CRITERIA TO ADOPT THE GENERAL POWER OF COMPETENCE**
3105	It was **RESOLVED** to **CONFIRM THE INTERNAL CONTROL FOR AUDIT AND ACCOUNTABILITY –** Chairman G Kershaw**.**
3106	It was **RESOLVED** to **CONFIRM BANKING SIGNATORIES, BANKING ADMIN AND AUTHORISING ONLINE BANKING PAYMENTS AND DIRECT DEBITS.** It was **RESOLVED** to **CONFIRM DIRECT DEBITS AND REVIEW MEMBERSHIPS.** Clerk C Valentine admin, G Kershaw and K Brunel While Signatories online and R Walpole signatory cheques.
3107	It was **RESOLVED** to **REVIEW AND RE-ADOPT PARISH COUNCIL GENERAL RISK ASSESSMENT**
3108	It was **RESOLVED** to **REVIEW AND ADOPT THE ASSET REGISTER**
3109	It was **RESOLVED** to **REVIEW AND APPROVE THE ANNUAL INSURANCE AND FIDELITY GUARANTEE** Insurance due for renewal 1st June 2026 - review quotes. It was **RESOLVED** to approve quote with Zurich at £500.00 annual premium – no increase on previous year noted to see if they can lower the quote.
3110	It was **RESOLVED** to **REVIEW AND CONFIRM COUNCILLORS' ROLES AND RESPONSIBILITIES** Highways Liaison GK; Police Liaison Representative and Neighbourhood Watch JW; Lights and Rural Footpaths DP; Defibrillator Service Check GK; Recreation Ground MB; H & S KBW; Litter-picking Co-ordinator JW; Website Administrator CV; HR & Staffing Matters KBW; Reading Room Representative DP and Sibbertoft Peace Park MB / GK. General tasks/maintenance RW and VDS PA.
3111	It was **RESOLVED** to **APPROVE THE APPOINTMENT OF NCALC AS DATA PROTECTION OFFICER AND INTERNAL AUDITOR**
3112	It was **RESOLVED** to **READOPT COUNCIL POLICIES AND PROCEDURES**
3113	**SIGNING OF THE MINUTES**
	It was **RESOLVED** to approve the minutes of the meeting held on 7th April 2026 as a correct record



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3114	**PUBLIC PARTICIPATION - None**
3115	**WARD COUNCILLOR REPORT** To receive a report from the Ward Councillor. – Included at the end of the minutes – apologies received from Ward Cllr Ware.
3116	**PLANNING -** Planning portal: https://wnc.planning-register.co.uk/
	a) **New applications:** To consider any applications not otherwise on the agenda. None **b)** Current applications: 2026/1161/FULL- It was **RESOLVED** as no comment.

Reference No.▶	Location▶	Proposal / Description▶	Valid Date▲	Decision Issue Date▶	Decision▶
2026/1661/FULL	Lowe Farm Nobold Hill Clipston Road Sibbertoft LE16 9UB	Loft conversion, new rooflights and dormer windows plus internal alteration at first floor	31/03/2026		Pending

c)	Updating the Village Design Statement consider next steps and any decision on spend. – Move to next meeting.
3117	**NEW MATTERS ON THE AGENDA AND OUTSTANDING FROM THE MEETING OF THE 7th April 2026**
a)	Highways updates and Fixmystreet reports & vegetation issues
	• Multiple potholes reports logged on fixmystreet around the village for April – May requiring attention. – Continuing to report.
	• 8744612 – Overgrown vegetation & blocked ditch causing flooding. Church Street/Springcroft field. Action ongoing as of 2nd April 26.
	• 8812698 – Drain cover collapse Church Street Investigating as of 01.02.26 No change passed to ANGLIA WATER 10.04.2 – COMPLETED BY WNC.
	• 8808571 –-White lines completion of the repaint around village as of 31.01.26 . new 8796881 new case with priority 4, 26 wks lead time on repairs.- Still not completed.
	• *To report road or street issues go to: https://fix.westnorthants.gov.uk/*
3118	**REPORTS, TO RECEIVE AND AGREE ACTIONS REQUIRED IN THE FOLLOWING AREAS:**
	Bus Shelter. Consider replacement option via West Northamptonshire Council funding. Awaiting news to see if the Parish Council has made it onto the list for replacement bus shelters.
	Sibbertoft Peace Park Update on the project, plans and spend – Lots of planting including tress and bushes added. Bird boxes being prepared to be fitted. £250 left from grant for plants and funds put aside for the information boards and finger post signage. Open Gardens – requests on grant/spend for Parish Council – scheduled for June 9th.
	Recreation Ground Play area any areas requiring attention/expenditure. – none Next play area inspection booked for June 2026 – Playsafety RoSPA - Annual Inspection £83 – noted
	Police Liaison Representative Policing updates and any further action for the Parish Council relating to Neighbourhood Watch. Police Crime Prevention Box delivered with leaflets and plan to offer these to residents at a possible coffee morning. It was reported a shed was broken into approx. 6 weeks ago but nothing taken of value.



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	Litter picking Village litter Pick (JW) Thaks noted to the 10 volunteers for helping litter picking and for Cllr Wilkinson arranging. 14 bags collected and a knife handed into the police. Noted any volunteers in future must wear hi-vis to carry out task. Risk Assessments and safety wear provided. Clerk to send link to JW for WNC to collect the rubbish bags.
3119	**FINANCE**
a)	It was **RESOLVED** to approve the bank reconciliation statement. Bank balance on 06.05.26 £ £ 15,476.64 . It was **RESOLVED** to approve the receipt of the 1st half precept received on 29.04.26 £10,000.00
b)	It was **RESOLVED** to approve the following payments for May 2026: Brish Gas £26.86

Date	Payee	Details	Amount £	Payment method	Power to pay
12.05.26	Staffing	April 2026	-	BP	LGA (1972) s112
12.05.26	HMRC	PAYE 2026	-	BP	LGA (1972) s112
12.05.26	CPRE	Subscription	5.00	DD	LGA (1972), s111
12.05.26	Ionos Cloud Ltd	Email monthly fee	4.20	DD	LGA (1972), s111
12.05.26	Tesco Mobile	Parish Mobile	10.29	DD	LGA (1972) s111
12.05.26	Lloyds Bank	Service charge	4.25	BP	LGA (1972) s111
12.05.26	British Gas	Street lighting	*Awaiting*	BP	Highways Act 1980
12.05.26	West Northants	Green bin subs inv	69.00	BP	Litter Act 1983 s5 (1)
12.05.26	Council	424003381784			
12.05.26	Zurich Insurance Ltd	Inv Annual insurance	500.00	BP	LGA (1972) s111
12.05.26	BWP Creative Ltd	Annual website/email fee inv 4401	273.60	BP	LGA (1972) s142
12.05.26	Northants CALC	Inv 5356 annual membership	614.37	BP	LGA (1972) s111

3120	**CORRESPONDENCE – Noted** • WNC Road Safety Questionnaire – closes 13th May for Pc to respond. • West Northamptonshire Council, in partnership with the University of Northampton, is currently running a short public survey to gather residents' views on the future of Major Events across West Northants.- closes on Friday 15 May https://app.onlinesurveys.jisc.ac.uk/s/northampton/west-northamptonshire-public-events-survey • Newsletter – April 2026 - Northamptonshire Police & Fire Commissioner or go to https://northantspfcc.org.uk/newsletter-april-2026/ • Parish and Town Briefing Town & Parish Briefing 45 link: https://sway.cloud.microsoft/WD9XdlT1D9OixrA5?ref=email
3121	**Future agenda items** Signage still not removed by highways on route to Clipston – Anglian water
3122	**Date of next meeting**: Ordinary Parish Council Meeting Tuesday 2nd June 2026 at 8pm. The Reading Room, Sibbertoft **Meeting closed at 20.43 hrs**



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WARD COUNCILLOR CHRISTINE WARE REPORT

Parish Council Update - Sibbertoft 12 May 2026: I am sorry that I won't be at Sibbertoft Parish Council meeting this month. Please accept my apologies. Here is a short update from me and I shall be grateful if you can share it with Council. Please do get in touch if there is anything you need from me.

Parking You will have seen that there is a TRO out for consultation regarding parking charges. Parking-gate has been very much in the press since the draft budget time when the Administration did a u turn on parking for market towns and introduced charges for Blue Badge Holders! Officers have taken responsibility for incorrect administration of this - a TRO should have been the precursor to any changes. As such the parking charges made on 1 April were not lawful. WNC is refunding those who have paid the additional fees since 1 April whilst the TRO is out for consultation. Refunds are expected to be in the region of £30k. The consultation closes on 14 May. Anyone making to comment or objections to the order must do so by sending them in writing to "the Traffic Orders Section, Kier Highways, Brixworth Depot, Old Harborough Road, Brixworth, NN6 9BX" or by email: WNCParkingenquiries@kier.co.uk As always the devil is in the detail so having a read through is worthwhile. For example the draft TRO is indicating that after a 3 hour complimentary stay in some car parks, a charge of £5 **per hour** will ensue. This may be a problem for workers or volunteers who are needing to park for more than 3 hours. This was not tabled at the budget time for discussion.

Finances No changes in principle to the challenges on Finances although The Children's Trust is now showing an overspend of £29 million for 2025-2026. WNC is going need Risk Reserves to the tune of £6million for the first time to balance the books from last year. **Local** We are looking to introduce a Repair Shed in Brixworth. Volunteers from neighbouring villages are most welcome to get involved and, once we are up and running then residents will be welcome to use the Repair Shed too. We currently have 15 volunteers – everything from engineers, carpenters, seamstresses as well as administrators to help run things. We are still looking for volunteers so please do let me know if you have any volunteers from Sibbertoft who would like to get involved. We are planning an initial meeting of volunteers on Monday 8 June. We are working with with Brixworth Parish Council to find a location/space options with one possible solution being the Kier Depot in Brixworth.

Community Gardening Policy WNC have ideas for a new policy for Community Gardening. This would allow faith groups or community groups to utilise Parish Land for a peppercorn rent and would support, or be part of a health and wellbeing strategy. We have raised concerns about lack of consultation and involvement from parish councils and do think there needs to be much more rigorous thought before any such policy is introduced. WNC have agreed that parishes will be actively involved and Parishes should identify any potential land before WNC does. Keep your eyes open for further communication from WNC.

Lack of 5 year housing land supply WNC have confirmed that the council lacks a five year housing supply. As you are aware, when the three legacy councils came together (Northampton, Daventry and South Northants) to form West Northants Unitary Authority, the land supply positions for each of these areas were combined. Whilst some of the legacy areas were well covered, the amalgamated total was close to the five year trigger. This risk was borne out at a recent appeal against non-determination of a housing application at Brackley held in October 2025 (Reference APP/W2845/W/25/3367158). The appellants challenged the council's assessment of supply on a wide range of sites, but the Inspector's report focused on just a small number of large sites. At this appeal the Inspector concluded that the Council could not demonstrate a five year supply of housing land. It is important to note that the Inspector's



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position turned on whether or not there was sufficient evidence to confirm that any identified schemes would come forward. This poses a very difficult challenge for Councils, as, although the council seeks to find information from developers to confirm delivery, there is no incentive or compulsion for developers to respond, indeed it is in their interest not to. As such it is very difficult to provide firm evidence of delivery. The supply position is reported annually and Officers are currently working on the supply position. Officers will face the same obstacles in producing the report as in previous years. For now, as a result of the Planning Inspector ruling that WNC does not have a five year land supply, the tilted balance applies i.e. there is a presumption in favour of sustainable development. This is set out in paragraph 11 of the National Planning Policy Framework. In addition to all of the above, I am mindful of the impact the Local Plan will have of our area. Consultation on the Draft Local Plan has now closed and we are awaiting information of the final submission which will go to the Inspectorate at the end of 2026. The council will continue to challenge speculative applications as they come forward. However, at present, tilted balance is in play. It feels a little like open season……

Kind regards Christine **Christine Ware Ward Councillor for Naseby** e: christine.ware@westnorthants.gov.uk e: christine@wnld.org.uk West Northamptonshire Council | The Guildhall | St Giles Square | Northampton | NN1 1DE Tel: 07836 368888 | www.westnorthants.gov.uk