

[HARTWELL PARISH COUNCIL

Postal address: PO Box 773, Northampton, NN1 9PX

Email: clerk@hartwellparishcouncil.gov.ukWebsite: www.hartwellparishcouncil.gov.ukDate 13th May 2026

To: All Parish Councillors

Dear Councillors

You are hereby summoned to the Annual Meeting and May Full Council Meeting of Hartwell Parish Council on **Tuesday 19th May 2026 at 7.30pm** at Hartwell Primary School, School Lane, when the under mentioned business will be transacted.

Amy Holt Parish Clerk**Please inform the Clerk if unable to attend.**

Members of the public are invited to address Council during the public participation session. Please contact the Clerk
Please note that photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted. (Openness of Local Government Bodies Regulations 2014). Please make yourself known to the Clerk if you wish to record the meeting.

Annual Meeting	
1516/2026	Election of Chair
1517/2026	Election of Vice Chair
1518/2026	Chair/Vice Chair to Complete and Sign Declaration of Office All Councillors are reminded that it is their individual responsibility to ensure their register of interest is current and up to date with WNC.
1519/2026	To Approve Council's Statement of Intent to be tabled (at the meeting) by the Chair
1520/2026	Review and Re Adopt the following policies a) Standing Orders, b) Financial Regulations, c) Code of Conduct, d) Co-option e) Publication Scheme, f) Training and Development Policy, g) Dignity at Work Policy, h) Social Media Policy, i) Internal Controls Procedures j) Northants CALC DPO Service as Data Protection Officer k) GDPR Documents including Data Map l) Financial Risk Assessment m) Notice Board Policy
1521/2026	Appoint/Reappoint Cllrs to Environment Committee
May Full Council Meeting	
1522/2026	To receive and approve apologies for absence which have been notified to the Clerk directly
Declarations of Interest	
1523/2026	Declaration of any Disclosable Pecuniary or other interest
1524/2026	Dispensations – To consider written requests for dispensation of DPI
1525/2026	Minutes - To agree and sign the minutes of 21 st April 2026
1526/2026	Public participation session 3 minutes max per person 15 minutes total
1527/2026	Reports received from outside bodies: including WNC Cllrs 5 mins max per person
1528/2026	Co-option To consider candidates for co-option and co-opt (2 vacancies available)
1529/2026	Council and Councillor Communication
1530/2026	Police Liaison Meetings
1531/2026	Accounts
a)	Council's financial position as at 30/04/2026 £53,915.79 Unity Bank Current Account £45,770.31 Instant Access Savings Account Inclusive of reserves + receipts
b)	Received £47,750 precept
d)	To Approve Payments – to be tabled at meetings
1532/2026	Pension Nominees

	To consider nominees to be responsible for ensuring employee pension information is kept up to date and to correspond with the Pension's Regulator. Nominees elected annually at the Council's Annual Meeting.				
1534/2026	Community Grants 2026/27 To review and approve grants tabled by Cllr's Sharp and Sparks, RFO and Clerk (to be paid with payments)				
1535/2026	Community Engagement				
1536/2026	Environment Committee a) Bloom b) Community Speed Watch				
1537/2026	Cemetery a) New applications (Clerk) b) Approve cost of turfing 1 grave				
1538/2026	Planning				
	New				
	None				
	Updates				
	2026/1080/FULL	5 Hazel Close Hartwell NN7 2LA	Single and two storey side extension	12/03/2026	Pending
	2026/1069/FULL	50 Park Road Hartwell NN7 2HP	Two storey side and rear extensions, addition of a canopy and loft conversion, alterations to fenestration and external finishes, construction of a single detached garage and store and raising of roof of existing shed	03/03/2026	Refusal
	2025/1883/MAO	Land South of M1 Junction 15 Northamptonshire	Outline application for up to 149476 sqm of mixed use employment site	15/05/2026	Pending
	Several condition change applications can be viewed at View and comment on a planning application West Northamptonshire Council under Hartwell Parish Council				
	Agree way forward regarding Park Road, the Planning Consultant. Delegate to Clerk to move things forward.				
1539/2026	Updates – Discussion of matters not otherwise on the agenda for information sharing only a) highways (including Street Lighting) and footpaths around the village (Clerk)				
1540/2026	Correspondence/communication: To consider any received as listed below or prior to meeting.				
1541/2026	Community Centre Update (Cllr Williams)				
1542/2026	Youth Club				
1543/2026	Date of next Full Council Meeting Tuesday 16th June 2026				

Copies of all council papers are available on request. Requests should be made to the clerk at least 48 hours prior to when they are required.