

HARTWELL PARISH COUNCIL

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Email: clerk@hartwellparishcouncil.gov.ukWebsite: www.hartwellparishcouncil.gov.uk**Parish Council Minutes**Tuesday 16th June 2026

Present: Cllrs Williams, Creed, Joyce, Sharp, Sparks, Weston

A Holt (Clerk) L Lavender (RFO)

Cllr Laura Weston (WNC) for part, 2 MOP (candidate for possible co-option and Hartwell Resident)

June Full Council Meeting				
1543/2026	To receive and approve apologies for absence which have been notified to the Clerk directly Cllrs Goodrum, Huckle, Joyce WNC Cllr Cole			
	Declarations of Interest			
1544/2026	Declaration of any Disclosable Pecuniary or other interest None			
1545/2026	Dispensations – To consider written requests for dispensation of DPI None			
1546/2026	Minutes - To agree and sign the minutes of Tuesday 19 th May 2026 Agreed and signed			
1547/2026	Public participation session 3 minutes max per person 15 minutes total MOP attended regarding speeding on the Forest Road/Salcey Forest that leads to Stoke Goldington, Clerk to investigate			
1548/2026	Reports received from outside bodies: including WNC Cllr 5 mins max per person Cllr Weston arrived after the public session, the Clerk relayed the MOP’s concern’s regarding speeding and asked that both WNC councillors offer support/help investigate.			
1549/2026	Co-option To consider candidates for co-option and co-opt (2 vacancies) – Hartwell resident Daniel Rodgers in attendance. Mr Rodgers attended the May meeting, a short bio has been circulated to the council. The Clerk asked the council if they had any questions for Mr Rodgers, there being no further questions the Clerk explained the co-option process to all. Cllr Roy Sparks proposed Mr Rodgers for co-option, seconded by Cllr Amanda Creed, a vote was taken and Mr Rodgers was unanimously co-opted. The Clerk explained that Mr Rodgers would become a councillor at the next meeting and will send all appropriate paperwork.			
1550/2026	Council and Councillor Communication The Chair reminded the meeting that this item had been on the May agenda, a good discussion was had but for the councillors that were not present she felt the discussion should take place once again. The council agreed to adjourn the meeting at 19.50 (Mr Rodgers and the RFO left the meeting – Cllr Weston had left the meeting at 19.45). The meeting reconvened at 20.02 (Mr Rodgers and RFO returned). It was Agreed that council members would adhere to strictly council related business when communicating, the Clerk has reminded the whole council that decisions made by the staff for the council are not taken lightly, they are done so with Governance, Transparency and the Lawfulness of the council in mind, both employees are highly qualified and experienced and also seek support and guidance of Ncalc where necessary.			
1551/2026	Update re Police liaison meetings (Cllr Huckle) Nothing to report, Cllr Huckle on holiday			
1552/2026	Accounts			
a)	Council’s financial position as at 31/05/2026 £42,181.22 Unity Bank Current and £45,770.31 in Instant Access Savings. Inclusive of reserves + receipts Noted			
b)	Received: £64.00 Cemetery Fees Noted			
c)	To approve payments			
		<u>Payee</u>	<u>Details</u>	<u>Amount (inc vat)</u>
	May	Staff	Salaries, Expenses, pension, HMRC	£2385.52
	DD	Unity Trust Bank	Service Charge	£7.00
		Tove Landscapes	Mowing	£816.00 (£136.00)
		Tove Landscapes	Litter and Cemetery	£576.00 (£96.00)
		Tove Landscapes	Plants	£72.00 (£12.00)
		Parish Online	Website	£462.00 (£77.00)
		ICCM	Membership (Cemetery)	£110.00
		Hampton Print	Newsletter	£485.42
	DD	Flotek Group	Monthly Bill	£19.30 (£3.22)
		Hartwell Club	Coffee Morning Room Hire	£160.00

	DD	Valda Energy	Street Light Electricity	£710.57 (£118.43)											
	DD	Credit Card	Payments	£125.77											
		Graham and Sibold	Planning Consult	£672.00 (£112.00)											
		CYPN	Youth Services	£1250.00											
		Road Library	Grant	£1200.00											
Agreed															
1553/2026	Governance i) To receive the Internal Auditors Report (noted) ii) Annual Governance and Accountability Return 2025 (noted) a) To consider and Approve Section 1 The Annual Governance Statement Approved and signed by Chair and Clerk b) To consider and Approve Section 2 The Accounting Statements Agreed and signed by Chair and RFO To agree the dates for exercise of public rights (18 th June 2026-29 th July 2026) (noted) A note of thanks was given to the RFO, Cllr Creed said it was great to see in the IA report that they considered Hartwell a well run council														
1554/2026	Community Grants 2026/2027 Roade Library have answered the questions the council had and Cllrs Sparks and Sharp felt the answers covered the questions we asked and proposed the grant be tabled in full. All Agreed <table><tr><td>Roade Library</td><td>£1200.00</td></tr></table> Cllr Williams reported that there has not been a further HCC meeting yet to answer the questions re their governance.					Roade Library	£1200.00								
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1555/2026	Community Engagement The issues with the locking of the Club after the coffee morning continue, the volunteers are also busy with their other commitments, numbers of attendees have dwindled slightly. It was Agreed to take a short break for the summer and look for further volunteers to help support. Friday 3 rd July will be the last date, September re-opening date to be discussed at July meeting. Clerk to communicate this to Volunteers and The Club														
1556/2026	Environment Committee a) Bloom – Preparations are well underway for the visit, Cllr Sharp has created to events to do a last-minute tidy, planters are looking excellent, Cllr Sharp working on itinerary and Clerk has produced a portfolio with contributions from community groups.														
1557/2026	Cemetery a) New applications (Clerk) b) Discuss Data Base and Cemetery Records (deferred in April) The Clerk explained that the Cemetery data is stored using Excel and paper copies of the relevant documents (death certificates etc). This system was inherited by the Clerk and the previous Clerk now RFO. Whilst it works as the Clerk has knowledge/experience of Hartwell's cemetery it is person dependant and whilst it is not uncommon for a Clerk to hold records at their home it's not ideal. The council previously (prior to last two clerks) paid for RBS data system; however, the data was never populated so we cancelled subscription. The Clerk would like the council to consider this, the Clerk has sort one option from Scribe, had a demonstration and sort reference from another Northamptonshire parish who use. The costs involved would be £518 to create and populate and a fee of £25pm. Several councillors had questions, that they would like the Clerk to table to Scribe, it was Agreed to ask the questions and the council think about this and consider later in the year.														
1558/2026 a)	Planning New - None Updates <table><tr><td>2026/1080/FULL</td><td>5 Hazel Close Hartwell NN7 2LA</td><td>Single and two storey side extension</td><td>12/03/2026</td><td>Approved</td></tr><tr><td>2026/1069/FULL</td><td>50 Park Road Hartwell NN7 2HP</td><td>Two storey side and rear extensions, addition of a canopy and loft conversion.</td><td>03/03/2026</td><td>Refusal</td></tr></table>					2026/1080/FULL	5 Hazel Close Hartwell NN7 2LA	Single and two storey side extension	12/03/2026	Approved	2026/1069/FULL	50 Park Road Hartwell NN7 2HP	Two storey side and rear extensions, addition of a canopy and loft conversion.	03/03/2026	Refusal
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			alterations to fenestration and external finishes, construction of a single detached garage and store and raising of roof of existing shed		
	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 https://snc.planning-register.co.uk under Hartwell Parish Agree Costings from Planning Consultant and update from Clerk. Planning Consultant will charge £140.00 per hour with a cap of £1400 to work on the HPC's behalf re Park Road planned houses. All Agreed several councillors commented that this is absolutely the right path to take, there is a strong sense of feeling from the community and HPC should be representing this. Clerk and Consultant meeting with developer and agent on 17th June.					
1559/2026	Updates – Discussion of matters not otherwise on the agenda for information sharing only a) highways (including Street Lighting) and footpaths around the village (Clerk) Nothing to report at present				
1560/2026	Correspondence/communication: To consider any received – None				
1561/2026	Community Centre Update (Cllr Williams) HCC are trying to plan a meeting to discuss summer event, tbc.				
1562/2026	Youth Club (Cllr Joyce) attendance continues to grow and improve.				
1563/2026	Date of next Full Council Meeting Tuesday 21st July 2026 7.30pm				
	Meeting Closed at 8.44pm.				

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.