

**HARTWELL PARISH COUNCIL**

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

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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 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                                   |                         |
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| 1543/2026                 | To receive and approve apologies for absence which have been notified to the Clerk directly<br><b>Cllrs Goodrum, Huckle, Joyce WNC Cllr Cole</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                                   |                         |
|                           | <b>Declarations of Interest</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                                   |                         |
| 1544/2026                 | Declaration of any Disclosable Pecuniary or other interest <b>None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                                   |                         |
| 1545/2026                 | Dispensations – To consider written requests for dispensation of DPI <b>None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                                   |                         |
| 1546/2026                 | <b>Minutes - To agree and sign the minutes of Tuesday 19<sup>th</sup> May 2026 Agreed and signed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                                   |                         |
| 1547/2026                 | <b>Public participation session 3 minutes max per person 15 minutes total</b><br>MOP attended regarding speeding on the Forest Road/Salcey Forest that leads to Stoke Goldington, Clerk to investigate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                                   |                         |
| 1548/2026                 | <b>Reports received from outside bodies:</b> including WNC Cllr <b>5 mins max per person</b><br>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                 | <b>Co-option</b><br><b>To consider candidates for co-option and co-opt (2 vacancies) –</b> 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                 | <b>Council and Councillor Communication</b><br>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 <b>Agreed</b> 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                 | <b>Update re Police liaison meetings (Cllr Huckle)</b> Nothing to report, Cllr Huckle on holiday                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                                   |                         |
| 1552/2026                 | <b>Accounts</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                                   |                         |
| a)                        | Council’s financial position as at 31/05/2026 <b>£42,181.22</b> Unity Bank Current and <b>£45,770.31</b> in Instant Access Savings. Inclusive of reserves + receipts <b>Noted</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                                   |                         |
| b)                        | Received: £64.00 Cemetery Fees <b>Noted</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |                                   |                         |
| c)                        | To approve payments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                                   |                         |
|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <u>Payee</u>     | <u>Details</u>                    | <u>Amount (inc vat)</u> |
| June                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 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                 |

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------|-------------------|--|-----------------|----------|--|--|--|-------------------|--|--|--|--|----------------|--|--|--|--|--------------------------------|--------------------------------------|--------------------------------------------|------------|----------|--------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------|------------|---------|
|                                | <i>DD</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Valda Energy                                                                                  | Street Light Electricity | £710.57 (£118.43) |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|                                | <i>DD</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Credit Card                                                                                   | Payments                 | £125.77           |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Graham and Sibold                                                                             | Planning Consult         | £672.00 (£112.00) |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CYPN                                                                                          | Youth Services           | £1250.00          |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Road Library                                                                                  | Grant                    | £1200.00          |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
|                                | <b>Agreed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| 1553/2026                      | <b>Governance</b><br>i) To receive the Internal Auditors Report ( <b>noted</b> )<br>ii) Annual Governance and Accountability Return 2025 ( <b>noted</b> )<br>a) To consider and Approve Section 1 The Annual Governance Statement<br><b>Approved and signed by Chair and Clerk</b><br>b) To consider and Approve Section 2 The Accounting Statements<br><b>Agreed and signed by Chair and RFO</b><br>To agree the dates for exercise of public rights (18 <sup>th</sup> June 2026-29 <sup>th</sup> July 2026) ( <b>noted</b> )<br><br>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                      | <b>Community Grants 2026/2027</b><br>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. <b>All Agreed</b><br><table><tr><td>Roade Library</td><td>£1200.00</td></tr></table><br>Cllr Williams reported that there has not been a further HCC meeting yet to answer the questions re their governance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                               |                          |                   |  | Roade Library   | £1200.00 |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| Roade Library                  | £1200.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| 1555/2026                      | <b>Community Engagement</b><br>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 <b>Agreed</b> to take a short break for the summer and look for further volunteers to help support. Friday 3 <sup>rd</sup> 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                      | <b>Environment Committee</b><br>a) <b>Bloom</b> – 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                      | <b>Cemetery</b><br>a) New applications (Clerk)<br>b) Discuss Data Base and Cemetery Records (deferred in April)<br>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 <b>Agreed</b> to ask the questions and the council think about this and consider later in the year. |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| 1558/2026<br>a)                | <table><tr><td colspan="5"><b>Planning</b></td></tr><tr><td colspan="5"><b>New - None</b></td></tr><tr><td colspan="5"><b>Updates</b></td></tr><tr><td><a href="#">2026/1080/FULL</a></td><td>5 Hazel Close<br/>Hartwell<br/>NN7 2LA</td><td>Single and two<br/>storey side<br/>extension</td><td>12/03/2026</td><td>Approved</td></tr><tr><td><a href="#">2026/1069/FULL</a></td><td>50 Park Road<br/>Hartwell<br/>NN7 2HP</td><td>Two storey side<br/>and rear<br/>extensions,<br/>addition of a<br/>canopy and loft<br/>conversion.</td><td>03/03/2026</td><td>Refusal</td></tr></table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                               |                          |                   |  | <b>Planning</b> |          |  |  |  | <b>New - None</b> |  |  |  |  | <b>Updates</b> |  |  |  |  | <a href="#">2026/1080/FULL</a> | 5 Hazel Close<br>Hartwell<br>NN7 2LA | Single and two<br>storey side<br>extension | 12/03/2026 | Approved | <a href="#">2026/1069/FULL</a> | 50 Park Road<br>Hartwell<br>NN7 2HP | Two storey side<br>and rear<br>extensions,<br>addition of a<br>canopy and loft<br>conversion. | 03/03/2026 | Refusal |
| <b>Planning</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| <b>New - None</b>              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| <b>Updates</b>                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                               |                          |                   |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| <a href="#">2026/1080/FULL</a> | 5 Hazel Close<br>Hartwell<br>NN7 2LA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Single and two<br>storey side<br>extension                                                    | 12/03/2026               | Approved          |  |                 |          |  |  |  |                   |  |  |  |  |                |  |  |  |  |                                |                                      |                                            |            |          |                                |                                     |                                                                                               |            |         |
| <a href="#">2026/1069/FULL</a> | 50 Park Road<br>Hartwell<br>NN7 2HP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Two storey side<br>and rear<br>extensions,<br>addition of a<br>canopy and loft<br>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 |            |         |
|           | <a href="#">2025/1883/MAO</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Land South of M1 Junction 15 Northamptonshire | Outline application for up to 149476 sqm of mixed use employment site                                                                      | 15/05/2026 | Pending |
|           | <p>Several condition change applications can be viewed at <a href="https://snc.planning-register.co.uk">https://snc.planning-register.co.uk</a> under Hartwell Parish</p> <p><b>Agree Costings from Planning Consultant and update from Clerk.</b></p> <p>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. <b>All Agreed</b> 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 17<sup>th</sup> June.</p> |                                               |                                                                                                                                            |            |         |
| 1559/2026 | <p><b>Updates</b> – Discussion of matters not otherwise on the agenda for information sharing only</p> <p>a) highways (including Street Lighting) and footpaths around the village (Clerk) Nothing to report at present</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                               |                                                                                                                                            |            |         |
| 1560/2026 | <p><b>Correspondence/communication:</b> To consider any received –</p> <p>None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                               |                                                                                                                                            |            |         |
| 1561/2026 | <p><b>Community Centre Update (Cllr Williams)</b> HCC are trying to plan a meeting to discuss summer event, tbc.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                               |                                                                                                                                            |            |         |
| 1562/2026 | <p><b>Youth Club (Cllr Joyce)</b> attendance continues to grow and improve.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                               |                                                                                                                                            |            |         |
| 1563/2026 | <p><b>Date of next Full Council Meeting Tuesday 21<sup>st</sup> July 2026 7.30pm</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               |                                                                                                                                            |            |         |
|           | <p><b>Meeting Closed at 8.44pm.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                               |                                                                                                                                            |            |         |

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.