

HARTWELL PARISH COUNCIL

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Date 8th September 2026

To: All Parish Councillors

Dear Councillors

You are hereby summoned to the September Full Council Meeting of Hartwell Parish Council on **Tuesday 15th September 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.

	September Full Council Meeting
1584/2026	Record Resignation of Cllr Claire Williams as Chair (Cllr Williams will remain a councillor)
1585/2026	Election of Chair
1586/2026	Declaration of Acceptance of Office
1587/2026	To receive and approve apologies for absence which have been notified to the Clerk directly
	Declarations of Interest
1588/2026	Declaration of any Disclosable Pecuniary or other interest
1589/2026	Dispensations – To consider written requests for dispensation of DPI
1590/2026	Minutes - To agree and sign the minutes of 21 st July 2026
1591/2026	Public participation session 3 minutes max per person 15 minutes total
1592/2026	Reports received from outside bodies: including WNC Cllrs 5 mins max per person
1593/2026	Staffing - a) To formally accept the resignation of the Clerk and RFO noting a finish date of 31st December 2026. b) To consider arrangements for the recruitment of a new Clerk & Responsible Financial Officer (<i>Appoint councillors to review the job description, working hours, and salary, and to commence the recruitment process, with a view to making recommendations to Full Council</i>)
1594/2026	Council and Councillor Communication
1595/2026	Police Liaison Meetings
1596/2026	Accounts a) Council's financial position as at 31/08/2026 £10,716.73 Unity Bank Current Account £66,006.72 Instant Access Savings Account, £20,042.10 CCLA Investment Fund Inclusive of reserves + receipts b) Received £775.00 (Cemetery Fees) c) To Approve Payments – to be tabled at meetings (August Payments to be noted) d) Employment Costs: To NOTE that the national local government employer bodies and local government unions have agreed the pay award for 2026/2027. The award equates to 3.3% increase and is back dated to April (to be paid in October Salary).
1597/2026	Notice of Conclusion of Audit (circulated)
1598/2026	Community Grants 2026/27
1599/2026	Community Engagement a) Coffee Morning
1600/2026	Environment Committee – Update from meeting (Cllr Sharp)
1601/2026	Cemetery New applications (Clerk)
1602/2026	Planning New

	2026/2713/FULL	Land of East of Hanslope Road, Hartwell	Tarmac Entrance to Access Field	13/08/2026	Pending
	2026/3347/HH	50 Park Road, Hartwell, NN7 2HP	Two storey side and rear extensions, single storey side extension, addition of a canopy and loft conversion, alteration to fenestration and external finishes, construction of a single detached garage, new boundary treatment to the front of property	05/08/2026	Pending
	Updates				
	2026/2531/HH	Hartwell End House Hanslope Road Hartwell NN7 2EU	Installation of photovoltaic solar panels mounted on the rear slope of pitched roof over an existing carport and installation of photovoltaic solar panels mounted on the ground to rear of the carport.	11/06/2026	Approval
	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				
	Land off Park Road – update				
1603/2026	Updates – Discussion of matters not otherwise on the agenda for information sharing only a) highways (including Street Lighting) and footpaths around the village (Clerk)				
1604/2026	Correspondence/communication: To consider any received as listed below or prior to meeting a) WNC Conference – Nominate an attendee b) MOP Request re speeding Ashwood Lane (along by cemetery) c) MOP Request change of litter bin Blacksmiths Way d) MOP Request for additional litter bin on Forest Road				
1605/2026	Youth Club				
1606/2026	HCC a) Receive Update from Cllr Williams b) Elect a new HPC representative				
1607/2026	Date of next Full Council Meeting Tuesday 20th October 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.