

Weekley Parish Council



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Date: 29th April 2026

To: All Parish Councilors

From: Mrs. R Cole, Clerk to Weekley Parish Council

Dear Councilor,

You are hereby summoned to attend the meetings of: Weekley Annual Parish Council meeting, Weekley Full Parish Council Meeting, commencing with Weekley Annual Parish meeting (meeting for parishioners). These are to be held on **Tuesday 12th May 2026 at 6.30pm** at **Weekley Village Hall**, Church Lane, Kettering NN16 9UP when the under mentioned business will be transacted.

*Members of the public and press are welcome to attend these meetings.
These meetings may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.*

AGENDA

Annual Parish Meeting

- 26/037** Welcome
26/038 Apologies
26/039 Parish Council Chair Report
26/040 Parish Council Finance Report
26/041 To receive briefings from:
- Northants Police - Norbert Meszes, Katie Payne
 - NNC Highways - Ashleigh Fluegel
 - Weekley & Warkton Cricket Club - Andrew Bussey
 - Montagu Club - Pat and Sylv
 - Old Vicarage Care Home - Jackie Mullock
 - NFC Mutual - Jennifer Whitton
 - St Mary the Virgin Church - Chris Hills

- *NNC Geddington & Stanion Ward Councillor - Brendon Lovell-Moore*
- *Boughton Estates - Sam Rees*
- *Lavender Bee Tea Room - Beth Ring*
- *Weekley Village Hall - Lisa Jones*

26/042 *Questions from floor*

AGENDA

Annual Parish Council Meeting

- 26/043** *Election of Chair: To nominate and elect Chair*
- 26/044** *Acceptance of Office for Chair: Present 'Declaration of Acceptance of Office' form for signature*
- 26/045** *Apologies: To receive and approve apologies for absence*
- 26/046** *Election of Vice Chair: To nominate and elect Vice Chair*
- 26/047** *Year End Accounts: To approve year end accounts FY2025/26, previously circulated*
- 26/048** *Year End Bank Reconciliation: To approve year end accounts FY2025/26, previously circulated*
- 26/049** *AGAR 2025/26 Annual Internal Audit Report: To receive and note the annual internal audit report as conducted by Nigel Searle, previously circulated*
- 26/050** *AGAR 2025/26 Section 1 - Annual Governance Statement: To approve and sign the annual governance statement*
- 26/051** *AGAR 2025/26 Section 2 - Accounting Statements Year End: To approve and sign the annual accounting statement*
- 26/052** *AGAR 2025/26 Certificate of Exemption: Council to certify themselves as exempt from external audit and approve and sign the certificate of exemption form for submission to PKF Littlejohn*
- 26/053** *Explanation of Variances: To receive and note, previously circulated*
- 26/054** *Exercise of Public Rights: Council to agree to set dates as commencing Wednesday 3rd June 2026 and ending on Tuesday 14th July 2026*
- 26/055** *Councillors Roles: Appointment of Parish Councillor roles and sectors*
- 26/056** *Meetings: To set and agree meeting dates for the year June 2026 - May 2027 as Tuesdays at Boughton Estates Office:
4th August 2026
3rd November 2026
2nd February 2027
11th May 2027 Annual Parish Council Meeting & Full Parish Council Meeting (Weekley Village Hall.) Note Annual Parish Meeting date to be set between 1st March 2027 & 1st June 2027*

AGENDA

Full Parish Council Meeting

- 26/057 Apologies:** *To receive and approve apologies for absence*
- 26/058 Public address to the council:** *Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting. Actions/decisions can only be made for items listed on the agenda*
- 26/059 Minutes:** *To receive and approve for signature the minutes of Weekly Full Parish Council meeting held on Tuesday 3rd February 2026*
- 26/060 Declarations of Interest:** *To receive any dispensations or declarations of interest under the Council's Code of Conduct related to business items 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)*
- 26/061 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 26/062 Correspondence:** *To receive relevant correspondence since last meeting 03.02.26 and actions arising*
28.04.26 NNC - Invitation: Kettering East Local Area Partnership Meeting – 14.05.26
24.03.26 PKF Littlejohn - External auditor instructions
16.02.26 NNC - Invite to a briefing to update on the Local Plan review. Expired March
23.03.26 Northantspfcc - Grant Award - Feedback Required
19.02.26. NNC - Proposed 30-mph speed limit – Pipe Lane, Warkton: P2130 (Statutory Consultee Engagement)
11.02.26 NNC - Shaping the Future of Leisure in North Northamptonshire – Your Views Needed. Survey completed by Cllr Ring 13.2.26
12.02.26. NNC - Launch of North Northamptonshire's New Tailored Energy Advice Service (TEAS)
- 26/063 Planning:** *To note and receive planning applications/notices since last meeting*
05.02.26 NK/2021/0292. Notice of Approval. Hanwood Park Cranford Road, Kettering, NN15 5JL. All matters reserved, for the erection of up to 3,383 dwellings including associated schools, district and local centres, hotel, healthcare, leisure, employment, formal and informal open space including play facilities, roads and associated infrastructure
- 26/064 NNC Community Safety Plan 2025 - 2029:** *To receive any update*
- 26/065 Strategic Town & Parish Forum:** *Corby/Kettering, Tuesday 24.03.26. To receive feedback from Cllr Rose.*
- 26/066 Newsletter:** *To receive update from Cllr Jones*
- 26/067 Bus Shelters:** *To receive update*
- 26/068 Kettering Half Marathon:** *08.03.26. To receive feedback on event*

Regular Reports/Updates

- 26/069 VASID 1 & 2:** *To receive update from Cllr Ring/Cllr Gammons*
26/070 Road Safety & Highways: *Highways Engagement Walkabouts 27.05.26*
26/071 Boughton Estates: *To receive update on works from Cllr Rees*
26/072 Police Liaison: *To receive report from Cllr Gammons*
26/073 NNC Democratic Services: *Code of Conduct. To receive update from Cllr Ring*
26/074 NCalc Environment Champions: *To receive update from Cllr Ring*
26/075 Defibrillator & Training: *To receive update from Cllr Ring*
26/076 Health & Wellbeing: *To receive update from Cllr Ring*

Finance/Governance

- 26/077 S106 Monies:** *To receive update from Cllr Rees*
26/078 Local Transport Grant: *Initial Feedback on Local Transport Grant Submissions*
26/079 Payments: *To approve payments since last meeting £914.84. To approve current payments £478.92. To note receipts from Holcot Parish Council £43.75 & NNC £4350. Invoices to be signed by two authorised signatories. To confirm which two signatories to at authorise bank*

Payments since last meeting 3rd February 2026

Ref	Payee	Description	Date	Method	Amount
151	Clerk	March 2026 salary	20/03/2026	S/O	205.12
152	Clerk	Working from home allowance monthly	20/03/2026	S/O	10.00
153	Clerk	Reimbursement for WordPress	10/03/2026	Online	62.40
154	NNC	2025 Election Charges	10/03/2026	Online	25.00
155	Unity Trust Bank	Monthly bank charge February	31/03/2026	Direct	7.00
156	Clerk	April 2026 salary	20/04/2026	S/O	205.12
157	Clerk	Working from home allowance monthly	20/04/2026	S/O	10.00
158	Clerk	Reimbursement for Microsoft	20/04/2026	Online	104.99
159	Northants Calc	Annual Membership Fees	20/04/2026	Online	176.21
160	ICO	Information Commissioner	20/04/2026	Online	£52.00
161	NJ Searle	Internal Audit	20/04/2026	Online	£50.00
162	Unity Trust Bank	Monthly bank charge March	30/04/2026	Direct	7.00

£914.84

Payments this meeting

Ref	Payee	Description	Date	Method	Amount
163	Clerk	May 2026 salary	20/05/2026	S/O	205.12
164	Clerk	Working from home allowance monthly	20/05/2026	S/O	10.00
165	Clear Councils	Insurance	20/05/2026	Online	256.80
166	Unity Trust Bank	Monthly bank charge April	31/05/2026	Direct	7.00

£478.92

- 26/080 Financial Report:** *To receive and approve balance at bank and reconciliations for February, March & April 2025, previously circulated. To be signed by non-signatory*
- 26/081 Next Agenda:** *To request items for next agenda*
- 26/082 Next Meeting:** *To confirm next meeting date 04.08.2026 - Boughton Estate Office. 7.00pm*

Signed: *Ruby Cole*

Date: 29th April 2026