Weekley Parish Council



Clerk: Mrs Ruby Cole
32 Old Road
Walgrave
Northampton
NN6 9QW

Tel: 07881 458801

Email: clerk@weekleyparishcouncil.gov.uk
Web: www.weekleyparishcouncil.gov.uk

MINUTES

Minutes of Weekley Full Parish Council meeting held on **Tuesday 4th August 2026** at 7**.00pm** at **Boughton Estate Office,** Weekley, Kettering, Northamptonshire, NN16 9UP

Present:

Councillors: Chair - Cllr S Rees, Vice Chair - Cllr B Ring, Cllr I Gammons, Cllr D Rose

Ward Councillor: Brendon Lovell-Moore (Geddington & Stanion)

Public: None

Clerk: Ruby Cole

26/083	**Apologies:** None.	
26/084	**Public address to the council:** None.	
26/085	**Minutes:** Weekley Annual Parish Meeting (meeting for parishioners), Weekley Annual Parish Council Meeting, and Weekley Full Parish Council Meeting, all held on Tuesday 12th May 2026. **Resolved:** Minutes approved. Chair signed at meeting. To be placed on Weekley pc website. ***Action 26/085.1***	**Clerk**
26/086	**Declarations of Interest:** None.	
26/087	**Actions Outstanding:** See end of document for full update.	
26/088	**Correspondence:** Relevant correspondence since last meeting 12.05.2026 09.07.26. Kettering East Local Area Partnership notes. Next meeting 16.09.26. Noted. 01.07.26 Northants CALC. Local Council Award Scheme - We'd Like Your Feedback. Noted. 25.06.26 NNC - Register of Interests. Removal of the requirement for councillors' addresses to be listed on council registers of interest. Noted.	
26/089	**Planning:** No notifications received.	

Approved

26/090	**North Northamptonshire Local Plan (2024–2045) Scoping:** NNC closed its initial Local Plan (2024–2045) Scoping Consultation and Call for Sites July 26. The Council is now preparing for the next stage - consultation on proposed plan content and evidence scheduled for October to November 2026. The Clerk advised that, as the next scheduled Parish Council meeting would not take place until November, she had prepared two draft letters in advance for councillors' consideration. These related to the Local Plan Scoping Consultation and the Call for Sites exercise, with particular reference to matters affecting Weekley Parish. The Chair declared an interest in this item in relation to Boughton Estates. Following consideration, Ward Councillor Brendon Lovell-Moore, confirmed that there would be no harm in submitting the draft letters to NNC. **Resolved:** The remaining three councillors agreed that the two draft letters relating to the North Northamptonshire Local Plan Scoping Consultation and Call for Sites exercise be submitted on behalf of Weekley Parish Council. ***Action 26/090.1***	**Clerk**
	Community Governance Review The Clerk advised that information regarding the Community Governance Review - Stage 2 Consultation and Briefing Sessions had been received after publication of the meeting agenda. As the matter would require consideration before the next scheduled Parish Council meeting in November, councillors agreed to consider it at this meeting. The Clerk advised that a draft Stage 2 consultation response had been prepared in advance for councillors' consideration which reaffirmed the Council's previously agreed position that the existing parish governance, boundaries and electoral arrangements should remain unchanged. **Resolved:** The Council approved the Stage 2 consultation response and agreed that it be submitted to NNC. ***Action 26/090.2.***	**Clerk**
26/091	**Food Waste Recycling Service Rollout September 2026:** Households will receive a 23-litre outdoor caddy and a 5-litre kitchen caddy for day-to-day use. Councillors noted that NNC was responsible for communicating the changes to residents, but agreed that the Parish Council would share information where appropriate. The Clerk advised that details had already been added to the Parish Council website. To be included in forthcoming newsletter. ***Action 26/091.1***	**Clerk**
26/092	**Newsletter:** This will now be administered by Clerk, Cllr Ring & Cllr Gammons. Councillors agreed that the newsletter would be developed jointly, with contributions from councillors, and that an initial draft would be prepared when possible. **Resolved:** Councillors agreed to work together on the preparation of a Village newsletter. ***Action 26/092.1***	**All**

Approved

26/093	**Remembrance Sunday**: 8th November 2026. Councillors discussed arrangements for the Remembrance commemorations. It was noted that further information was required regarding the arrangements for Remembrance Sunday. Cllr Rees confirmed that he would attend the commemoration on 11th November in his capacity as Chair and as a representative of Boughton Estates. Cllr Ring advised that she would attend the Remembrance Sunday service, subject to her availability. **Resolved:** The Clerk will confirm the arrangements with Chris Hills at St Mary the Virgin Church. ***Action 26/093.1***	**Clerk**

Regular Reports/Updates

26/094	**VASID 1 & 2:** The Clerk reported that a resident had emailed on 25.06.26 requesting an update on the monitoring data for the Vehicle Activated Speed Indicator Devices (VASIDs) covering 2025 and 2026. The resident also advised that tree cutting was required to restore visibility of the device for traffic travelling from Kettering towards Weekley. Cllr Rose had undertaken vegetation cutting to improve visibility of the device. Councillors discussed the operation of both VASIDs and noted the ongoing difficulties in accessing historical monitoring data. It was agreed that the supplier, Swarco, should be contacted to investigate the operation of both devices and address any issues with data retrieval under the current maintenance contract. **Resolved:** The Clerk contact Swarco regarding both VASIDs to investigate the data retrieval issues and arrange any necessary maintenance or follow-up action. ***Action 26/094.1***	**Clerk**
26/095	**Road Safety & Highways:** 1. NNC Highways Engagement Walkabouts 27.05.26. The Council noted the update following the Highways Engagement Walkabout. Councillors commented that the visit had been beneficial and that a number of issues had progressed as a result of the engagement with the Highways team. It was noted that the Washwell Lane pathway works had been completed, although some minor tidying up remains outstanding. It was also noted that the previously non-functioning streetlight near the tea room had been restored. **Resolved:** Clerk to mention tidy up and to thank Ashleigh for her support. ***Action 26/095.1*** 2. 20mph speed limit request. The 20mph speed limit request remains under consultation. Councillors agreed that ongoing collection of VAS speed data would provide useful evidence to support future highway requests. 3. Bus Shelters. The bus shelter on the opposite side of the road from Montage Club requires attention before the winter. It was agreed that an interim repair would be carried out while awaiting possible grant funding or Section 106 contributions for more substantial works. 4. **Resolved:** Cllr Rees would arrange the temporary repair. Cllr Rose would paint the woodwork. ***Action 26/095.4***	**Clerk** **SR** **DR**

Approved

26/096	**Boughton Estates:** Cllr Rees reported that plans for the restoration of the 'Stone Moses' statue has begun, including a new fence, improved access path and information boards to provide further background and interest about the site. It was noted that the Greenway works are planned to start in September and will provide an improved route for pedestrians and cyclists, reducing the need to use the existing corner which was considered hazardous. There will not be a full Greenbelt Festival in 2027, but a scaled down event.	
26/097	**Police Liaison:** Cllr Gammons confirmed that the crime prevention information packs had been received and distributed to residents throughout the village. Additional copies were available for new residents and would also be shared with local organisations. It was suggested that a copy could be included within any future welcome pack for new residents. A police surgery will be held on Saturday 05.09.26. 11:00am–12:00pm, in Church Lane. Cllr Gammons confirmed he would be attending. Cllr Gammons to write details in the forthcoming newsletter. ***Action 26/097.1***	**IG**
26/098	**NNC Democratic Services:** Code of Conduct. Cllr Ring confirmed she will be attending a meeting on 17.08.26. It was noted that the meeting was a general information and liaison session for representatives from parish councils and was not related to any specific conduct matter.	
26/099	**NCalc Environment Champions:** Cllr Ring confirmed that many of the initiatives were more suited to larger parishes and town councils due to the level of resources required. It was confirmed that she would continue to take part in the FIT Count insect survey, which was undertaken last year and results submitted on behalf of the parish. The survey can be completed by individuals and encourages residents to take an interest in local biodiversity. **Resolved:** The FIT Count survey information to be included in the forthcoming newsletter. ***Action 26/099.1***	**BR**
26/100	**Defibrillator & Training:** Cllr Ring advised that a previous training session had received a limited response, possibly due to being planned in January in poor weather conditions. It was agreed that a further training session would be considered later in the year, when attendance may be improved. The training would be provided free of charge. It was agreed that all defibrillator correspondence, training information and access details for The Circuit registration system should be shared with the Clerk to ensure records are maintained and more than one person has access to the information. **Resolved:** A further defibrillator training session to be explored for later in the year. ***Action 26/100.1.*** The Clerk to be provided with login details for the defibrillator registration system. ***Action 26/100.2***	**BR** **BR**

Approved

26/101	**Health & Wellbeing:** Cllr Ring provided a brief update. No further information was available at this stage. Winter Grit Bins. It was noted that NNC may not routinely check or refill parish grit bins, and that the Parish Council may need to report any requirements. It was agreed that councillors would carry out a collective check of the grit bins, recording their locations, reference numbers (where available), and whether they require any attention or replenishment. **Resolved:** Councillors to undertake a review of parish grit bins and report any issues identified. ***Action 26/101.1***	**All**

Finance/Governance

26/102	**Training:** 1. Cllr Rose 'Off To A Flying Start' course moved to 02.11.26 2. Society of Local Council Clerks (SLCC) National Conference on 13–14 October 2026 at the Smaller Councils member rate of £80 + VAT per day, plus travel expenses. The Clerk advised that she is considering attending, although it is to be held in Cirencester, Gloucestershire. Due to the distance, it was proposed that attendance would be for one day only rather than the full two-day event. **Resolved:** The Clerk's attendance at the SLCC conference was approved, including reasonable travel expenses. 3. Northants Calc Annual Conference 03.10.26. Moulton Community Centre. 10:00 - 13:00. Councillors were advised that any councillor wishing to attend was welcome to do so. The clerk confirmed she may attend, depending on availability.	
26/103	**S106 Monies:** Cllr Rees updated current position regarding Section 106 funding and potential allocations relating to Weekley Parish. It was noted that NNC is currently unable to accept further funding applications due to existing commitments. Discussion took place regarding previously identified Section 106 monies that may relate to Weekley, including possible funding for bus shelters. Previous information received regarding Section 106 allocations to be forwarded to Ward Councillor Brendon Lovell-Moore in an effort to clarify the status of any funds allocated or committed to Weekley Parish. **Resolved:** Clerk to forward correspondence to Ward Councillor Brendon Lovell-Moore. ***Action 26/103.1***	**Clerk**
26/104	**Local Transport Grant:** Councillors noted the response from David Prior regarding the NNC Local Transport Grant submissions. The update confirmed that priority schemes are being assessed, with LTG programmes for 2027/28 and a longer-term programme up to 2029/30 expected to be published in September. In relation to the proposed pedestrian crossing on the A4300 south of Weekley, David Prior confirmed that previous assessments had identified visibility issues and that no solution meeting design standards had been found. As a result, there is currently no achievable scheme for a crossing at this location. Councillors noted the response and agreed that the matter should remain under review.	

Approved

26/105	**Payments:** Receipt of the HMRC VAT reclaim of £125.19 on 11.06.26 for the period 01.06.2025–31.05.2026. Payments made since the last meeting totalling £444.24 and current payments totalling £222.12. **Resolved:** £666.36 total payments approved. Receipts noted. Invoices signed at meeting.	

Ref	Payee	Description	Date	Method	Amount
167	Clerk	June 2026 salary	20/06/2026	S/O	205.12
168	Clerk	Working from home allowance monthly	20/06/2026	S/O	10.00
169	Unity Trust Bank	Monthly bank charge June	30/06/2026	Direct	7.00
170	Clerk	July 2026 salary	20/07/2026	S/O	205.12
171	Clerk	Working from home allowance monthly	20/07/2026	S/O	10.00
172	Unity Trust Bank	Monthly bank charge July	31/07/2026	Direct	7.00
173	Clerk	August 2026 salary	20/08/2026	S/O	205.12
174	Clerk	Working from home allowance monthly	20/08/2026	S/O	10.00
175	Unity Trust Bank	Monthly bank charge August	31/08/2026	Direct	7.00

£666.36

26/106	**Financial Report:** Bank reconciliations for May, June and July 2026, previously circulated. Bank balance 31/07/2026 £5201.01. **Resolved:** Approved. Bank reconciliations signed at meeting.	
26/107	**Reforecast: 2026/2027:** The reforecast and financial report were reviewed. The budget remains on track, with provision made for salary increases, VAS maintenance, and expected expenditure. The projected year-end balance is approximately £2,500. The possibility of replacing the notice board in the next financial year will be considered. **Resolved:** Approved. To be placed on website. ***Action 26/107.1***	**Clerk**
26/108	**Next Agenda:** Policy Review. ***Action 26/108.1***	**Clerk**
26/109	**Next Meeting:** Tuesday 3rd November 2026. Boughton Estate Office, 7.00 pm.	

Clerk's Notes: The period for the Exercise of Public Rights expired on 14.07.26. No requests were received.

The Clerk has confirmed the Council's eligibility with Unity Trust Bank regarding Financial Services Compensation Scheme (FSCS) protection. Eligible deposits are protected up to £120,000.

Meeting Closed: 20:04

Future Meetings: 3rd November 2026
2nd February 2027
11th May 2027 Annual Parish Council Meeting & Full Parish Council Meeting (Weekley Village Hall.)

Approved

Action Points for Tracking

Ongoing Action Points

25/015.1	LJ	Latham & Bingley Charity: To place in newsletter with contact details. Now for Cllr Jones to place in newsletter	Ongoing
25/016.1	LJ	Montagu Hospital Trust: To place in newsletter with contact details. Now for Cllr Jonea to place in newsletter	Ongoing
25/078.1	SR	Health & Wellbeing: To investigate village hall outside boundaries and parking on the grass area	Ongoing
25/099.1	SR	Defibrillator: To arrange repair	Ongoing
26/017.1	BR	Defibrillator & Training: To provide further training information via leaflets to be included with the newsletter.	Ongoing

New Actions This Meeting

26/085.1	Clerk	Minutes: To be placed on Weekley pc website.
26/090.1	Clerk	North Northamptonshire Local Plan (2024–2045) Scoping: To submit two letters to NNC.
26/090.2	Clerk	Community Governance Review. To submit response letter
26/091.1	Clerk	Food Waste Recycling Service Rollout September 2026: To be included in forthcoming newsletter.
26/092.1	All	Newsletter: To write articles for the newsletter.
26/093.1	Clerk	Remembrance Sunday: To confirm the arrangements with Chris Hills.
26/094.1	Clerk	VASID 1 & 2: To contact Swarco regarding both VASIDs to investigate the data retrieval issues.
26/095.1	Clerk	Road Safety & Highways: To mention tidy up and to thank Ashleigh for her support.
26/095.4	SR/DR	Bus Shelters. To arrange repair and paint.
26/097.1	IG	Police Liaison: To place details of police surgery in newsletter.
26/099.1	BR	NCalc Environment Champions: To include FIT Count survey information in newsletter.
26/100.1	BR	Defibrillator & Training: A further defibrillator training session to be explored.
26/100.2	BR	Defibrillator & Training: The Clerk to be provided with login details for the defibrillator registration system.
26/103.1	Clerk	S106 Monies: To send Brendon correspondence.
26/107.1	Clerk	Reforecast: 2026/2027: To place on website.
26/100.1	Clerk	Next Agenda: Policy Review.

Approved

Actions Outstanding for Weekley Parish Council from meeting Tuesday 12th May 2026			
25/015.1	LJ	Latham & Bingley Charity: To place in newsletter with contact details. Now for Cllr Jones to place in newsletter	Ongoing
25/016.1	LJ	Montagu Hospital Trust: To place in newsletter with contact details. Now for Cllr Jonea to place in newsletter	Ongoing
25/078.1	SR	Health & Wellbeing: To investigate village hall outside boundaries and parking on the grass area	Ongoing
25/099.1	SR	Defibrillator: To arrange repair	Ongoing
26/017.1	BR	Defibrillator & Training: To provide further training information via leaflets to be included with the newsletter.	Ongoing
26/046.1	Clerk	Election of Vice Chair: To notify Cllr Ring	Complete
26/047.1	Clerk	Year End Accounts: To place on website	Complete
26/048.1	Clerk	Year End Bank Reconciliation: To place on website	Complete
26/049.1	Clerk	AGAR 2025/26 Annual Internal Audit Report: To place on website	Complete
26/050.1	Clerk	AGAR 2025/26 Section 1 - Annual Governance Statement: To place on website	Complete
26/051.1	Clerk	AGAR 2025/26 Section 2 - Accounting Statements Year End: To place on website	Complete
26/052.1	Clerk	AGAR 2025/26 Certificate of Exemption: To submit to PKF and place on website	Complete
26/053.1	Clerk	Explanation of Variances: To place on website	Complete
26/054.1	Clerk	Exercise of Public Rights: To place on website	Complete
26/055.1	Clerk	Councillors Roles: To place on website	Complete
26/056.1	Clerk	Meetings: To book Boughton Estates Office 7:00pm	Complete
26/066.1	Clerk	Newsletter: To send Lisa contact details of groups in the village	Complete
26/069.1	DR	VASID 1 & 2: To retrieve the VAS data	Agenda 26/094
26/079.1	SR	Payments: To authorize Insurance payment at bank	Complete
26/081.1	Clerk	Next Agenda: Reforecast. 20mph speed limit request.	Complete

Approved