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 3rd November 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 D Rose

Public: None

Clerk: Ruby Cole

26/110	**Apologies for Absence**: Cllr Gammons - Illness. Cllr Jones - Work commitment. NNC Ward Councillor Brendon Lovell-Moore. **Resolved:** Council accepted the above apologies.	
26/111	**Public address to the council:** None.	
26/112	**Minutes:** Weekley Full Parish Council meeting Tuesday 4 August 2026. **Resolved:** Minutes approved. Chair signed at meeting. To be placed on Weekley pc website. ***Action 26/112.1***.	**Clerk**
26/113	**Declarations of Interest:** Cllr Rees - Agenda item 26/117.	
26/114	**Outstanding Actions:** See end of document for full update.	
26/115	**Correspondence:** Relevant correspondence since last meeting 04.08.2026 1. 16 October 2026 - NNC: Kettering East Local Area Partnership (LAP). The next meeting is scheduled for 19 November 2026. Noted. 2. 16 October 2026 - NNC: Magna Park Development Impact Fund. Applications are open, with a closing date of 13 November 2026. Cllr Rees to investigate funding options. ***Action 26/115.2*** 3. 4 September 2026 - Kier: Public Footpath HE2, Weekley - Temporary Closure Order. The closure is required for health and safety reasons while the route is resurfaced to provide year-round access and accessible gates. The closure commenced on 7 September 2026 for a period of six months. Noted.	**SR**

DRAFT

	4. 4 September 2026 - Weekley Church: To note the restoration of the church bells at Weekley and the associated celebration. Noted. 5. 7 August 2026 - SAAA Small Authority Portal: Email requesting account set-up. The account has now been activated, and the Clerk's and Parish Council's details have been entered.	
26/116	**Planning:** 7 August 2026 – Central Kettering Neighbourhood Development Plan: Regulation 16 Consultation. Consultation closed on 2 October 2026. To note that Weekley Parish Council did not submit a response. Re-running and closes 2 December 2026. Noted.	
26/117	**Land at Kettering North Local Plan Allocation:** Cllr Rose provided feedback from the meeting with Buccleuch Property 12 October 2026 regarding the proposed updated masterplan. Councillors were impressed with the proposals and expressed general agreement, particularly welcoming the provision of a large public park, open green spaces, retention of historic woodland, improved walking and cycling connectivity and opportunities for good-quality local employment. The positive engagement with the public by Buccleuch Property was also noted. **Resolved:** Clerk to forward the positive feedback to Vincent at Buccleuch Property. No further action required at this stage. ***Action 26/117.1***	**Clerk**
26/118	**Greenbelt Festival:** Thursday 27 to Sunday 30 August 2026. This will be its final year, as organisers have decided to move on because the site no longer meets their requirements. The event was highly regarded, and there was a strong desire to retain it, but the infrastructure costs and practical challenges contributed to the decision.	
26/119	**Newsletter:** It was agreed that the Clerk would prepare an initial newsletter, with Councillor Ring assisting with content, layout and graphics. Information would be gathered from village groups and relevant items taken from Parish Council minutes to provide residents with brief updates. **Resolved:** Clerk to prepare the initial newsletter. ***Action 26/119.1***. Cllr Ring to assist with content, layout and graphics. ***Action 26/119.2***	**Clerk** **BR**
26/120	**Remembrance Sunday and Act of Remembrance:** : • Sunday 8 November 2026, 10.45 am - Remembrance Service led by Lay Minister Mrs Penny Griffin. • Wednesday 11 November 2026, 10.55 am - Act of Remembrance at the War Memorial, led by Revd Nat Stiles. Arrangements were confirmed. Cllr Rees will attend on Wednesday and Cllr Ring on Sunday, representing the Council. The commemorative crosses have been removed for refurbishment, including repainting and re-varnishing. It was agreed that they should be returned and reinstated in time for the Remembrance Sunday service on the 8th, to ensure they are in place for the public ceremony. **Resolved:** Cllr Rees to confirm that the crosses are refurbished and reinstated before the Remembrance Sunday service. ***Action 26/120.1.***	**SR**
26/121	**Kettering Half Marathon:** 14 March 2027, with road closures operating on a rolling basis between 8.30 am and 12.30 pm. The meeting discussed concerns regarding the extended road closure for the Kettering Half Marathon, which appears to have changed from 8.30am–10.30am to 8.30am–12.30pm. Concerns were raised about the impact on local businesses, employees, residents and visitors, particularly access to the residential care home and the	

DRAFT

	ability of staff to get to work. It was noted that previous closures had continued beyond the advertised times, causing further disruption. It was agreed that clarification should be sought from the organisers regarding the actual road closure times and access arrangements. **Resolved:** Clerk to contact the organisers to confirm the precise closure times and expected reopening of roads, highlighting the impact on local businesses, the residential care home, staff and visitors, and seek clarification on access arrangements. ***Action 26/121.1***	**Clerk**

Regular Reports and Updates

26/122	**Vehicle Activated Speed Indicator Device (VASID):** Cllr Rose confirmed that he is still awaiting a quotation from Swarco for a cloud-based system. He has chased the company for a response and feedback following the engineer's recent visit. Concerns were raised about the additional cost of upgrading the software, given the existence of a 3 year maintenance contract. Clerk questioned what the maintenance contract covers, why the software is out of date and whether software updates should be included. **Resolved:** Cllr Rose to chase Swarco for the outstanding quotation for the cloud-based system. ***Action 26/122.1***. Cllr Rose to ask Swarco to clarify what is covered by the existing maintenance agreement, why the software is out of date and whether software updates should be included. ***Action 26/122.2***	**DR** **DR**
26/123	**Road Safety & Highways:** Local Transport Grant: Update received from David Prior, NNC, on 3 September 2026. David Prior had advised that a zebra or pelican crossing was not feasible due to insufficient visibility, reportedly following a highways survey. Councillors expressed concern about the safety risks and questioned this conclusion, noting that previous advice had suggested a crossing might be achievable. It was acknowledged that even if Section 106 funding became available, any scheme would still require Highways approval. Again, concerns were raised about the safety of pedestrians and cyclists crossing the road, with near misses reported. As no progress appeared possible at present, councillors agreed to put the matter on hold while recognising that all reasonable avenues had been explored. **Resolved:** No further action at present. Keep the crossing proposal under review for reconsideration if circumstances or Highways' position change. Continue to monitor the separate speed camera matter. Bus Shelters: Repairs and refurbishment were discussed. **Resolved:** Cllr Rees to investigate funding for repairs via the Magna Park Development Impact Fund. Closing date 13 November 2026. ***Action 26/123.1***	**SR**
26/124	**Boughton Estates:** The Greenway project in Weekley, involving the resurfacing of Public Footpath HE2 to improve access for walkers and cyclists, together with the installation of accessible gates along the route, is progressing. New gates are also being installed along the route, between Stamford Road and the church.	
26/125	**Police Liaison:** Deferred	
26/126	**NNC Democratic Services:** Code of Conduct. No update. A meeting scheduled for October was subsequently cancelled, and a proposed Zoom meeting did not take place. Further clarification is being sought from Ben Smith regarding when the matter will be progressed.	

DRAFT

26/127	**NCalc Environment Champions:** Cllr Ring receives updates on various environmental initiatives but has nothing currently relevant to report. Bee pollination work is ongoing, with an update to be provided at the next meeting.	
26/128	**Defibrillator & Training:** It was agreed that refresher training would be arranged in the spring, possibly in collaboration with the Cricket Club, ahead of the start of their season.	
26/129	**Health & Wellbeing:** The possibility of securing an evening venue for community activities was discussed. The importance of making community facilities accessible and available for wider public use was highlighted.	
26/130	**S106 Monies:** An update was provided on outstanding Section 106 funding, including an allocation reportedly made for a bus shelter, for which progress and further information remain unclear. It was noted that copying in the MP had helped secure responses in relation to other Section 106 matters. The MP will be copied into future correspondence where issues require escalation.	

Finance and Governance

26/131	**Training/Conferences:** Cllr Rose attended the 'Off to a Flying Start' course on 2 November 2026, finding it useful for understanding councillor roles and responsibilities. The Clerk attended the Northants CALC Annual Conference (3 October 2026), which provided a useful opportunity to share experiences and discuss local council matters. The Clerk also attended the SLCC National Conference (13 October 2026), which was informative but considered more relevant to larger councils. The cost and limited benefit to the Council may make future attendance impractical.	
26/132	**The Pensions Regulator:** Email received 2 September 2026 regarding workplace pension re-enrolment with a deadline of 30 June 2027. The Clerk confirmed that the workplace pension re-enrolment submission had been completed.	
26/133	**NJC Pay Award:** The Council noted the implementation of the 3.3% NJC pay award, effective from 1 April 2026, including retrospective payments, through the September 2026 payroll. This was undertaken in accordance with the Scheme of Delegation, following consultation with the Chair. **Resolved:** Council approved the action.	
26/134	**Policies:** Councillors reviewed the current Standing Orders, Financial Regulations and Code of Conduct. No changes were required at present. NCalc has advised that revised Model Standing Orders are expected to be issued by the end of 2026 or early 2027. **Resolved:** Council agreed that no changes be made to the above policies at this time. The Chair signed the relevant forms, which were attached as a front page to the existing policies.	
26/135	**Payments:** Payments made since the last meeting £666.86. Current payments £228.93. **Resolved:** £895.79 total payments approved. Invoices signed at meeting.	

DRAFT

Ref	Payee	Description	Date	Method	Amount
176	Clerk	Sept 2026 salary	20/09/2026	S/O	211.93
177	Clerk	Working from home allowance monthly	20/09/2026	S/O	10.00
178	Clerk	National Pay Awards Back Pay Apr 26	20/09/2026	Online	34.05
179	SLCC	One day annual conference	20/09/2026	Online	126.00
180	Unity Trust Bank	Monthly bank charge August	30/09/2026	Direct	7.00
181	Clerk	Oct 2026 salary	20/10/2026	S/O	211.93
182	Clerk	Working from home allowance monthly	20/10/2026	S/O	10.00
183	Clerk	Travel Expenses SLCC Conference	16/10/2026	Online	48.95
184	Unity Trust Bank	Monthly bank charge Sept	31/10/2026	Direct	7.00
185	Clerk	Nov 2026 salary	20/11/2026	S/O	211.93
186	Clerk	Working from home allowance monthly	20/11/2026	S/O	10.00
187	Unity Trust Bank	Monthly bank charge Oct	30/11/2026	Direct	7.00

£895.79

26/136	**Financial Report:** Bank reconciliations for August, September and October 2026, previously circulated. Bank balance 31/10/2026 £4316.03. **Resolved:** Approved. Bank reconciliations signed at meeting.	
26/137	**Reforecast: 2026/2027:** Councillors reviewed the revised budget forecast for the financial year 2026/27, previously considered and agreed in July 2026. **Resolved:** Following review, it was confirmed that the July revised forecast would remain unchanged.	
26/138	**Projects 2027/2028:** It was agreed that a village noticeboard should be retained to ensure that information remains accessible to all residents, including those who do not use social media or access the council's website. The repair of the existing noticeboard or its replacement with a secure, weatherproof alternative was discussed. **Resolved:** Cllr Rees will investigate potential funding for a replacement noticeboard through the Magna Development Fund, make enquiries regarding suitable noticeboards and obtain costs for repair or replacement. ***Action 26/138.1***	**SR**
26/139	**Budget 2027/2028:** Councillors considered the proposed budget for the 2027/28 financial year, reviewing anticipated expenditure, income and reserves. **Resolved:** Councillors approved the proposed budget for 2027/28, with total anticipated expenditure of £4,811, anticipated income of £4,694 and a projected shortfall of £117, to be met from existing reserves. The projected bank balance at 31 March 2028 is £1,584. A detailed explanation is provided at the end of these minutes.	

DRAFT

26/140	**Precept 2027/2028:** Councillors considered the Council Tax Base figures supplied by North Northamptonshire Council, noting the reduction in Weekley's Band D equivalent tax base from 78 to 74. **Resolved:** Councillors agreed to set the 2027/28 precept at £4,500, an increase of £150 (3.45%) on the previous year's precept of £4,350. Due to the reduction in the Council Tax Base, the Band D equivalent charge will increase by approximately 9.03%, from £55.77 to £60.81 per annum. A detailed explanation is provided at the end of these minutes. Clerk to complete precept form and submit to NNC. ***Action 26/140.1***	**Clerk**
26/141	**Next Agenda:** None.	
26/142	**Next Meeting:** Tuesday 2 February 2027 at 7.00 pm at Boughton Estate Office.	

Meeting Closed: 20:35

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

Action Points for Tracking

Ongoing Action Points

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
26/100.2	BR	Defibrillator & Training: The Clerk to be provided with login details for the defibrillator registration system.	Ongoing

New Actions This Meeting

26/112.1.	Clerk	Minutes: To place on Weekley pc website.
26/115.2	SR	Correspondence: Magna Park Development Impact Fund. Closes 1311.26. To investigate funding options.
26/117.1	Clerk	Land at Kettering North Local Plan Allocation: To forward the positive feedback to Vincent at Buccleuch Property.
26/119.1	Clerk	Newsletter: To prepare the initial newsletter and circulate to councillors..
26/119.2	BR	Newsletter: To assist with content, layout and graphics.
26/120.1	SR	Remembrance Sunday and Act of Remembrance: To confirm that the crosses are refurbished and reinstated before the Remembrance Sunday service.
26/121.1	Clerk	Kettering Half Marathon: 14 March 2027. To contact the organisers to confirm the precise closure times and expected reopening of roads, highlighting the impact on local businesses, the residential care home, staff and visitors, and seek clarification on access arrangements.
26/122.1	DR	Vehicle Activated Speed Indicator Device (VASID): To chase Swarco for the outstanding quotation for the cloud-based system

DRAFT

26/122.2	DR	Vehicle Activated Speed Indicator Device (VASID): To ask Swarco to clarify what is covered by the existing maintenance agreement, why the software is out of date and whether software updates should be included.
26/123.1	SR	Road Safety & Highways: Bus Shelters: To investigate funding for repairs via the Magna Park Development Impact Fund. Closing date 13 November 2026.
26/138.1	SR	Projects 2027/2028: Noticeboard. To investigate potential funding through the Magna Development Fund, make enquiries regarding suitable noticeboards and obtain costs for repair or replacement.
26/140.1	Clerk	Precept 2027/2028: To complete precept form and submit to NNC.

Actions Outstanding for Weekley Parish Council from meeting Tuesday 4th August 2026

25/015.1	LJ	Latham & Bingley Charity: To place in newsletter with contact details. Now for Cllr Jones to place in newsletter	Agenda 26/119
25/016.1	LJ	Montagu Hospital Trust: To place in newsletter with contact details. Now for Cllr Jonea to place in newsletter	Agenda 26/119
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.	Agenda 26/119
26/085.1	Clerk	Minutes: To be placed on Weekley pc website.	Complete
26/090.1	Clerk	North Northamptonshire Local Plan (2024–2045) Scoping: To submit two letters to NNC.	Complete
26/090.2	Clerk	Community Governance Review. To submit response letter	Complete
26/091.1	Clerk	Food Waste Recycling Service Rollout September 2026: To be included in forthcoming newsletter.	Closed
26/092.1	All	Newsletter: To write articles for the newsletter.	Agenda 26/119
26/093.1	Clerk	Remembrance Sunday: To confirm the arrangements with Chris Hills.	Complete
26/094.1	Clerk	VASID 1 & 2: To contact Swarco regarding both VASIDs to investigate the data retrieval issues.	Complete
26/095.1	Clerk	Road Safety & Highways: To mention tidy up and to thank Ashleigh for her support.	Complete
26/095.4	SR/DR	Bus Shelters. To arrange repair and paint.	Agenda 26/123
26/097.1	IG	Police Liaison: To place details of police surgery in newsletter.	Agenda 26/119
26/099.1	BR	NCalc Environment Champions: To include FIT Count survey information in newsletter.	Agenda 26/119
26/100.1	BR	Defibrillator & Training: A further defibrillator training session to be explored.	Agenda 26/119
26/100.2	BR	Defibrillator & Training: The Clerk to be provided with login details for the defibrillator registration system.	Ongoing

DRAFT

26/103.1	Clerk	S106 Monies: To send Brendon correspondence.	Complete
26/107.1	Clerk	Reforecast: 2026/2027: To place on website.	Complete
26/100.1	Clerk	Next Agenda: Policy Review.	Complete

Weekley Parish Council - Budget and Precept 2027/28. Explained.

Weekley Parish Council has reviewed its finances and agreed its budget and precept for the financial year 2027/28.

The precept has been set at **£4,500**, compared with £4,350 for 2026/27.

This is an increase of £150, equivalent to approximately 3.45% of the previous year's precept.

What is the Parish Precept?

The precept is the amount of money requested by the Parish Council from North Northamptonshire Council to help pay for local services, administration and community activities.

It is collected through residents' Council Tax bills.

As a small parish council, Weekley has a relatively limited Council Tax Base. Changes in the number of Band D equivalent properties can therefore have a noticeable effect on the amount payable by individual households.

How does this affect Council Tax?

North Northamptonshire Council has confirmed the following Council Tax Base figures for Weekley:

	2026/27	**2027/28**
Band D equivalent properties	78	74
Parish precept	£4,350	£4,500
Annual Band D equivalent charge	£55.77	£60.81

Although the total precept increases by £150 (3.45%), the Council Tax Base has reduced from 78 to 74.

This means the Band D equivalent charge increases by approximately £5.04 per year, or around 42p per month.

This represents an increase of approximately 9.03%.

The actual amount paid by individual households will depend on their Council Tax band.

How will the money be spent?

The Council has agreed a total expenditure budget of £4,811 for 2027/28.

The budget allows the Council to meet its administrative responsibilities while retaining provision for community activities and improvements.

Where does the money come from?

DRAFT

The anticipated income for 2027/28 is £4,694.

The Council has not anticipated receiving any grant funding during the year.

What about the Council's reserves?

The Council has reviewed its bank balance and future financial position.

The estimated bank balance at 31 March 2027 is £1,701, after allowing for anticipated income and expenditure, including the three-year VAS maintenance payment of £825.

For 2027/28, the Council anticipates income of £4,694 and expenditure of £4,811.

This gives a projected bank balance of £1,584 at 31 March 2028.

The Council recognises the importance of maintaining sufficient reserves to meet unexpected expenditure and will continue to monitor its financial position throughout the year.

The Council's decision

Following consideration of the budget, anticipated expenditure, reserves and Council Tax Base figures supplied by North Northamptonshire Council, the Parish Council agreed to set its precept for 2027/28 at **£4,500**.

The Council will continue to manage public funds carefully while supporting the needs of Weekley and providing for essential services and community improvements.

DRAFT