

MINUTES of the Full Council Meeting held on Thursday 9th July 2026
7 pm, in the Parish Hall

PRESENT: Cllr D Hodges, Vice-Chairman (DH) Cllr M Mitton (MM)
Cllr J Russell (JR) Cllr N Banister (NB)
Cllr I Illingworth (II) Cllr P Marsh (PM)
Cllr D Keeble (DK) Cllr S Raper (SR)

In the Chair, Mr David Hodges, Vice Chairman, welcomed everyone to the meeting, and reminded everyone that Parish Council meetings can now be recorded by the public as long as this did not disrupt the running of the meeting.

A 15-minute slot had been set aside at agenda item Parishioners Points for village residents to raise matters with the Council. The 'invitation' to attend the meeting can be found on the Facebook page & PC website.

34	Apologies – Cllr B Evans on holiday Ward Councillors – Cllr D Tarbun and Cllr S Tolley	
35	Declaration of Interest (on Agenda items only) – Cllr Marsh confirmed an interest in item 37 Planning - 2025/2333/FULL and 2025/2365/FULL - Fourways 2 School Road Pattishall NN12 8NE Festal Grange Resolved to accept the minutes of the Full Council meeting held on 11th June 2026 which have been previously circulated and were duly proposed, seconded and signed by the Vice Chairman as a true and accurate record of the meeting.	DH CLERK
36	Parishioner Points: A parishioner raised two points he had raised previously as follows: (i) Who owns the ash trees near Mews Court; and (ii) Speeding on Butchers Lane following a neighbour mention they were nearly hit by someone doing around 60mph as they came out of their road. He advised that coming from Church Lane to Fourways crossings there is a distinct lack of visibility, the give way on Church Street should be a Stop sign not a Give way sign • Cllr Hodges advised we will talk later about the results from the Safer Driving Team following a data box being placed on Butchers Lane for 9 days recording all traffic coming down from the A5. • Cllr Banister advised that as far as the trees are concerned, he has emailed his WNC contact weeks ago and followed up by email and phone but was told he was away until 13 July, he will keep following this up and once he gets hold of him, he will invite him out to look at the trees. • Cllr Mitton advised that as a Parish Council we are aware it is dangerous and are doing what we can to slow traffic down. • It was also raised by the public that lorries are still passing through Towcester and he was interested to know what is being done about that. • Cllr Hodges advised that freight companies are usually given a lead in period and once the restriction has been in place for a number of months, they start enforcing it, this gives companies time to change their schedules but it can take 6 months so hopefully by later this year things will improve.	

	Cllr Raper advised that Google maps and sat nav systems will take some time to be updated so some are still following those. Cllr Keeble advised that this matter is on the Towcester Council agenda so we will get feedback via our Ward Councillors shortly hopefully.	
37	Planning Applications: 2026/2155/FULL - Cornhill Manor Bugbrooke Road Cornhill NN12 8LQ - Internal alteration to existing dwellinghouse to form 4 no. flats 2026/2156/LBC - Cornhill Manor Bugbrooke Road Cornhill NN12 8LQ - Listed building consent for internal alteration to existing dwellinghouse to form 4 no. flats In relation to both of the above, this is a substantial house, 19 bedrooms all with ensuite and a substantial ground floor including ball room. The request is to subdivide this into 4 flats to allow extended family to move into the property and provide care for the older members of the family. There are no external alternations, only internal works. Cllr Marsh asked if this becomes 4 dwellings from 1 would it count towards our Local Plan numbers? Cllr Mitton asked if it is designed for family could the flats be sold separately in the future, there are concerns as it is a Grade 2 Listed Building. After further discussions it was agreed there was no objection to this application. AGREED BY ALL Clerk to lodge No Comment to this application and will let WNC decide given its Listed status. Updates: 2025/2333/FULL & 2025/2365/FULL – Fourways, Butchers Lane - Appeal Pending (6009550 & 6009561) Cllr Keeble advised that in terms of the appeal status it is still <i>Appeal Pending</i>, nothing on WNC portal or Planning Inspectorate (PI) site to suggest that has changed. Cllr Marsh advised that he had met with Sarah Bool MP who agreed to write to the PI to ask if they would consider upgrading from a Written to Formal Hearing but they refused that request. He is still waiting for Ward Councillors to make representations but at this point they are refusing to change their view. A parishioner stated they were concerned that the second appeal number is coming up as an error on the Appeal website so worried that they are missing information due to that. Cllr Keeble AGREED to chase this and ask why it is only responding to the one Appeal number. 2025/3297/FULL – Festal Grange 2025/4175/FULL – Fairfield, Butchers Lane Cllr Keeble confirmed we have written to the Case Officers for both the above but no response yet, they are both long standing applications with no update in the last months. The most recent update from WNC Ecology says it is out of date as issued in 2022 so needs an up-to-date survey, in the absence of that they cannot determine the application. Malus Court - Scaffolding Company Cllr Keeble had a response from the Environmental Officer who said that as a result of the works they have done, the owners have decided to vacate the site, and it has now been cleared. Land off Fosters Booth Road A parishioner asked about application for a development off Fosters Booth Road, Cllr Keeble advised the date has been changed now and re set for determination on 7 August and the next Planning Committee Meeting is on the 6 August but nothing has changed to date.	CLERK

	Local Plan Update Cllr Keeble advised they will discuss the Local Survey Questionnaire after the meeting but they have had good communication with WNC and are in preparation for the two local events in September which are progressing well.	
38	Finance: a) Funding for the Boundary Wall, Church Street – Cllr Russell confirmed: • They have asked the Diocese for financial support, even towards the archaeology costs which they require but they have declined as have the local Church. In relation to the works on the wall, Archaeology is moving forward, slightly hindered by holiday time but still within overall timescales. • Granta have issued the Written Scheme of Investigation (WSI) which has gone to North Northants, the West Northants Archaeologist is back from holiday on 13th August so Granta have pencilled in a couple of days immediately after 13th to carry out the survey of the wall which is the next stage. • Granta have received the Historic Environment Record (HER) which she will use in terms of WSI so everything is moving forwards. • He has spoken to preferred contractor (Tender 1) who have confirmed the estimate is still valid, The Structural Engineers are coming to approve the temporary works holding back the bank once excavation behind the wall is complete. • The Archaeologist has to be on site at all times during excavation, as Tender 1 is done in 2m sections she will not have to be there all the time. • Discussed payment terms and retention/provision of cash flow and they have gone away to think about how we move forward. Suggested they produced a cash flow which we could then arrange quick payments on, could be weekly following the week the work has been completed. There will be retention of 5% and 2.5% on completion which is normal and have agreed a Minor Works Contract is okay but needs amending depending on payments. • Hoping to start works in September so it is complete before the weather changes and works should take 4-5 weeks, has asked for a Planned Programme of Works and references. • Tender 2 came back more expensive and were going to pile the full Phase 1 of the works which gives problems with the Archaeologist so still in negotiations in terms of outstanding items at the moment but both tenders still stand. • It was AGREED BY ALL works need to progress apace even though there is no meeting in August as another section of the wall is becoming unstable which will only worsen once it rains. • Agreed that certain types of decisions can be made without a meeting, there will initially be a Letter of Intent in compliance and a Minor Works Contract. Cllr Russell will draft that and send it round for everyone to agree, have to be done that way due to the summer break. The next steps will be to get the contract documents together and have a pre start meeting with chosen company and this was AGREED BY ALL. • In relation to the Footpath Cllr Russell is expecting to receive the Notices on Thursday which he will laminate and put up. • Cllr Marsh suggested we speak to Sarah Bool MP as she has offered to help and wasn't aware of the issue with the wall. Agreed she needs to understand the position and the response of the Church – AGREED BY ALL that Clerk to contact Sarah Bool in relation to what she has said to Cllr Marsh. • Cllr Russell advised that if human remains are found, with the Church's agreement, they can be collected together and buried in the churchyard however if a skeleton is found we have to stop. If the works are done in 2m sections, this means we can move on whilst that is being dealt with, however the Diocese doesn't believe anything will be found. b) Budget Review & Forecast – all seen and agreed c) CIL Receipt of £14,352.83 – 2024'1907/FULL – Manor Farm House, Astcote with a further amount to be received on the next payment run in October 2026.	JR

- d) **To Approve Payment Schedule dated 9th July 2026.** The Payment Schedule dated 9th July 2026 was proposed for agreement by Cllr Banister and seconded by Cllr Russell and approved and will now be authorised on UTB by Cllr Hodges.

DH

INVOICES TO BE PAID in July 2026

The following invoices are set up on the UTB account.

I approved at the meeting and authorised on line by David Hodges they will be paid on 12th June unless otherwise stated

LnLine Ref	Inv No	Payee	Details	Amount	VAT	Total	
2L26 07/01	INV-19661	Starboard Systems Limited	Scribe Monthly fee June 2026	51	10.2	61.2	Not Received yet
2L26 07/02		Maria Sadler	July Salary	934.97		£934.97	Agreed
2L26 07/03		HMRC	July PAYE and NI for Clerk	80.97		£80.97	Paid needs ratified
2L26 07/04		NEST	Clerk Pension Employer & Employee	65.54		£65.54 DD	
2L26 07/05		DB Communications	Clerk Mobile phone contract June 26	24.54	4.97	29.51 DD	
2L26 07/07		Geoff Mooney	GoR works carried out on 20.06.26	50	0	50	
2L26 07/08	PVH1302	Pattishall Parish Hall	Parish Hall Hire for FCM June 26	26	0	26	
2L26 07/09	IN15939708	Npower	Sids Electric costs	20.08	1	21.08	
2L26 07/10	11053	CGM	Grass cut on the 12th May	615	123	738	
2L26 07/12	6018820207	EON	Streetlighting quarter ending June 26	208	41.6	249.6	
2L26 07/13	IN15869085	NPower	Electricity use 01.04-30.06.26	403.56	20.18	423.74	
2L26 07/14	98979	ROSPA	Play Area annual inspections	281	56.2	337.2	
2L26 07/15	INV-0178	Fewzed Ltd	Annual Mobile Connectivity Contract - Mini Matrix	261.6	52.32	313.92	
2L26 07/16		J Russell reimbursement	West Northants Council HER			120	
2L26 07/17		Wickey (J Russell reimb)	PRO Toddler seat	129	25.8	154.8	
2L26 07/18	6207	SGL	860 Around Pattishall July/Sept 26	698	0	698	
2L26 07/19		Pattishall Parish Hall	Xmas Lunch donation agreed at June FCM	150	0	150	
2L26 07/20	4749	Marcus Young Services	Dog waste disposal 25-26	2002	400.4	2402.4	
total				£ 6,001.26	£ 735.67	£ 6,857.23	
bank balances 30 June 2026		Current	£2,128.21				
		Savings	£165,332.00				
		Total :	£ 167,460.21				
receipts June 26		Current - CIL Manor Farm	£14,352.83				
		Current - Burial Fees	£ 80.00				
		Current - Advert income	£ 193.00				
receipts May 26		Savings - Interest	£695.38				
		Total	£ 15,321.21				

- e) To Approve and Sign the Bank Reconciliation for All Accounts as at 30.06.2026. These were signed by Cllr Hodges as a member of the Finance Committee.
- f) Gayton & Tiffeld Community Transport Update –Cllr Banister no update – waiting for them to come back to him

DH

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Community

- a) **Pattishall Pedestrian Crossing Facilities (School Road / Butchers Lane Junction)**
Cllr Banister updated everyone regarding the traffic survey report carried out by the Safer Roads Team on Butchers Lane. The box was up for 11 days from 26 June to 6 July, 26500 vehicles, from Butchers Lane. Speed limit is 30mph and of those vehicles 2880, 11%, were above 30mph and 2% were above 35mph. Cllr Banister explained how this is broken down using the 85th percentile rule, i.e. research shows 85% of drivers stick to the speed limit. The average speed was 27mph.
Out of that 26500 movements, just under 2000 were motorbikes with an average speed 31mph; 164 were trucks; and 24500 were cars.
With that snapshot in time the feeling we have that cars are speeding is not backed up by the facts. The caveat to this is we believe the speed device slows traffic when the 30mph shows so that could be having an effect. This however cannot be proven at the moment as the company that took the speed device company over have changed how they obtain the data but they are now ready to give us access to the data and coming into the Parish in the next 2 weeks now we have paid for Sims for each SID, that information will be shared when received. Cllr Banister believes the Safer Roads Team will say there is no speeding problem, but we do have outline consent for a chicane which will cost £60000, of which we would pay £25000, this would be from the border of the play area as it cannot go further down or up the hill for safety reasons.
Cllr Banister noted that the SID on Banbury Lane coming in from Rothersthorpe measures those going past it, but a big percentage of those turn up School Road.
- b) **Footpath Closure and wall repair – Fosters Booth Road**, agreed to share information once decision is made
- c) **Retirement of Deputy Head at Pattishall School.** Cllr Illingworth advised she had got a card and a book token and will take it in on Friday if agreed to thank the Deputy Head for her 27 years of service.
- d) **Intermittent Flooding – Butcher's Lane / Fosters Booth Bus Stop.** Cllr Marsh confirmed he had chased Highways beginning of June, not happy with update so copied in Ward Councillors and discussed with Cllr S Tolley and Cllr A Little who advised it was

	escalated as a formal complaint. Cllr Hodges felt this decision should have been made by the PC as a whole and, if agreed, should have come from the Clerk. Cllr Banister said it had first been reported on 6th December and WNC have it as fixed on 3 April, 4 months later, but clearly not fixed. It was AGREED BY ALL that the Clerk would write to the WNC Head of department dealing with flooding and the Leader of WNC asking what they propose to do to resolve the issue. It was agreed that it shouldn't be escalated to a second level until we see what response we receive. e) Pattishall Bus Shelter, Butchers Lane and possible new bus stop on School Road. Cllr Marsh advised that this has been delayed due to shipping issues, meant to be done in June, waiting for it to be delivered but once received WNC will keep us informed f) Neighbourhood Watch Signage – Cllr Marsh has liaised with the NHW Co-ordinator to collect signs	CLERK
40	Boundary Wall, Church Street – Review of Tenders No further update at this time except update shared above.	

41		Key Matters for Discussion	
(a)	Allotments BE	Cllr B Evans away so no update.	
(b)	Community Engagement NB/II/MM/SR	- Cllr Banister has nothing to add to report other than Facebook engagements down to 6700 but this is likely to be due to lack of posting. Discussion around whether it needs to be clarified that the session in September is a drop-in session and not necessary to be there for the whole session. - Cllr Mitton discussed Around Pattishall and advised he thought the bulk of the feature in the last version was the Chairman's Report but maybe could have checked with Cllr Evans to make sure enough covered. He confirmed that Andy Stewart had asked for proof readers but he was unclear how the page was set out, agreed there needs to be more detailed articles in future. Cllr Mitton will put a draft together in future based on the two meetings between publication and then check if anything further to be added - Cllr Raper confirmed the largest parish event is this weekend, the Picnic in the Park, there is a free gig on Friday evening with live music, on Saturday there will be the main event with the England football game showing at the big marquee at the back in the evening now all permissions have been received to do that. - Cllr Illingworth confirmed she has checked the defibrillators, all working fine, so nothing else to add.	
(c)	Churchyard & Burial Ground II/DH	- Cllr Hodges advised nothing to add, the mowing has been delayed due to an equipment breakdown in the heat but now completed. - The two lime trees in the churchyard will be coming down shortly as the quotes have been accepted, this information can go into Around Pattishall, Cllr Illingworth advised once the trees are down the wildflower area will be cut. - Cllr Keeble requested that this information is also shared on Facebook so that people know the trees will be removed and we will replant, Cllr Bannister agreed to share that on Facebook and Cllr Mitton will put in Around Pattishall.	MM/ NB
(d)	Grass cutting, trees, hedges, churchyard, and burial ground maintenance DH	Cllr Hodges advised the silver birch on Astcote green needs some work following National Grid chopping off branches 6ft from the ground which has caused it to rot, he will take specialist advice and report back.	
(e)	Highways NB	- Cllr Banister had provided a report but added that the way Community Speed Watch is ran has changed, the criteria is now that there is a coordinator and a minimum of 6 volunteers who learn how to use the camera. There needs to be formal support from Council or Parish Council which is agreed. He suggested that he puts a note on Facebook to say there has been feedback that it would be useful to have a Community Speed Watch Team and would anyone be interested in volunteering. This would be a quick and easy way to find out if there is any interest. A parishioner stated he knows 3 people who will assist so Cllr Banister will let him know if they apply. He will also check if the data from any speed watch along with the SIDs and the Safer Roads Team data forms 3 sets of data to assist in the request to have the crossing on Butchers Lane/School Road upgraded. - Cllr Hodges advised he has cut the verges so the signs are more visible so thanks were passed to him.	

(f)		- Cllr Banister advised that there is no financial update from the Gayton and Tiffeld bus but Cllr Marsh had put himself forward to be a volunteer driver. - Cllr Banister also advised that there are roads within the Parish that adjoin other parishes that are deteriorating, Cllr Marsh had suggested that each Parish try and do a joint effort to get and possibly involve the Cabinet Member that took over from Phil Larratt at the Council. It was AGREED BY ALL that Cllr Banister can proceed to make contact.	NB
	Lighting	Cllr Marsh advised: - Nothing to report operationally, all lights are working and finances are up to date. - He raised the issue about the streetlight energy being moved and leaving the SIDS with Npower as that is more cost efficient and there are no exit penalties. Clear Energy have provided more information about Conrad Energy and NCALC gives them their seal of approval on their website with a number of parish councils using them. They have a Service Level Agreement and a reference is available from NCALC. - On a costings front if we transfer just the streetlights, the annual saving will be £900.19 compared to what we are spending and a 36-month contract that would be £2700 over 3 years, 32% saving on energy costs. - Cllr Hodges asked everyone to review and AGREED this will be added to the agenda for September for a decision to be reached.	CLERK
	Footpaths JR	Cllr Russell confirmed: - Now have agreement to do the work around the kissing gate on the footpath by the school, RT018. Mr Tustian has been helpful, getting a quote for hardcore in the region of £50, once the cost has been firmed up, he will bring this back to Council. Chris Bulleid and Cllr Russell agreed to leave this until the autumn as it is too hot. - Requested Bob Illingworth to put the Footpath Reports on Parish Mapping as a record.	
	Playgrounds JR	Cllr Russell advised: - The ROSPA report has been received and he has produced an action plan and proposes to go out for tenders, the old Wicksteed swing chains need checking, this will need to be done annually. He has produced an enquiry document and proposes going out to get costs. - Nothing to be done at Booth Close but hex swing, junior swing and toddler swing at School Road and swing at Butchers Lane need inspecting and reporting back. - The zip wire needs a quote to change the cable as Ava state it is past its use by date. The cable cost is about £2.5K and funding has been allocated in the play area budget, quotes will be obtained and brought back to the September meeting. AGREED Clerk to look into whether CIL can be used for this.	JR
	Village maintenance JR	Cllr Russell advised: - Nothing to report except he needs to agree a date for Robert Stretton to start the sign. - The Millenium sign hasn't been collected but he will chase them. - In relation to Parish Mapping, mentioned getting the footpath reports on there and all the ROSPA reports are on there too under the Play Area section. He will set up a second training session date in the future.	CLERK
(g)			
(h)			
(i)			

42	Report from the Clerk & Key Items for next Agenda Clerk advised she will be taking annual leave from: - Monday 27th to Friday 31st July 2026; and - Monday 2nd to 7th September 2026 (24 hours in total). Agreed that the Local Plan events need to go on the agenda for September.	CLERK
43	Correspondence 22.06.26- Email in relation to grass verge outside 33 and 35 Gayton Road Eastcote – Agreed and work carried out, Cllr Hodges advised there was an anomaly as WNC responsible for the green at Eastcote but they don't do the bits either end so this got missed but it has been done now and is showing on the Plan as ours. 23.06.26 – Email from parishioner to Cllr Banister received in relation to parishioners property in Church Street and damage being caused by large vehicles and standing water. He had asked for advice about 6 items, in ways he believes the highway is causing damage to his property and to the safety of his family. Cllr Banister rang Highways who advised the owner of the property should make direct contact with Highways and let them know. Cllr Banister responded to the parishioner, copying in the Clerk, and provided advice on how to raise those items with Highways directly. Cllr Banister believes the parishioner may have already reported it because along the part of the highway where the footpath widens, there is a chunk missing which now has a bright yellow line around it. The parishioner requested bollards outside his house, as there are some at the other end of the street. He also asked for possible weight restrictions on the street, therefore would it be possible to write to Roger Burt to ask that traffic to the farm is redirected so that traffic does not come in that way. AGREED the Clerk to write to Mr Burt and ask if they have a formal access route to the farm and do they provide instructions to drivers, Cllr Banister will pass the address to the Clerk who will then write for the above information and an alternative route. 30.06.26 – Email received from R Robinson in relation to the maintenance of Cold Higham Phone box which was forwarded to the Cold Higham Clerk for action. 30.06.26 – Email from I Bye - Information request for appointed contractor for the church boundary wall, this has been discussed earlier and once we have named the chosen contractor this information can be shared with Mr Bye.	NB/ CLERK
44	Report from West Northants Councillors Cllr Stuart Tolley and Cllr D Tarbun sent apologies and provided an update which has been shared with Councillors Report from Councillors Cllr Banister confirmed he had attended the Freight Strategic Plan, there were 5 PC's there in total and they wanted feedback on the strategic approach. Cllr Banister will share the PowerPoint with Councillors if they can all review and provide any feedback to Cllr Banister he will share formally on behalf of the PC. Cllr Hodges advised the 8 garages in Blacksmiths Close DH are all overgrown with only 2 of them occupied, we believe they belong to WNC who have not done any maintenance on them. They have an old asbestos roof and there is supposed to be a clear passageway around them. AGREED Clerk to contact WNC and ask what they propose to do with them as they are an eyesore in the parish, Clerk will try and find a contact in WNC.	CLERK
45	Date of next meeting – 10 th September 2026 –Full Council Meeting	

End of Meeting: 20.52