LILBOURNE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 25th March 2026 at 19:00 hrs in Lilbourne Village Hall.

Attendees: Chairman C Newhouse, Councillors Pope, Alexander, Morley, Kempe, Hoult and Porter.
Clerk: Mrs CE Valentine, Minibus Administrator Mrs F Howells-Palin.
2 Members of public

26/1080	**TO RECEIVE APOLOGIES FOR ABSENCE** To receive and accept apologies from councillors. Apologies received and approved for Councillor Chow (personal).
26/1081	**DECLARATIONS OF INTEREST** To receive declarations of interest under the Council's Code of Conduct and consider dispensation requests. None
26/1082	**MINUTES OF THE PREVIOUS MEETING** It was **RESOLVED** to approve and sign the minutes of the Ordinary Parish Council meeting held on 25th February 2026 as a correct record.
26/1083	**COMMUNITY SPEED WATCH** Update arrangements and any considerations for spend. No further updates but we have the equipment- volunteers welcome to help and dates to be organised.
261084	**MINIBUS** To discuss and receive updates regarding the community minibus service, specifically: a) **School and Town Services:** Review of routes, scheduling and updates. Minibus Administrator advised the school run has been brought forward to 8.25 a.m. (5mins) earlier which is working well. It was **RESOLVED** to update route with traffic commissioner so that the second journey into town is included so when the bus collects passengers from town who were dropped off that morning, it could take new passengers in the afternoon into town on the way. The afternoon town drop off would have to arrange their own way home later. b) **Vehicle Status:** To receive updates on vehicle maintenance, safety inspections, and consider insurance quotations for 1st April. The vehicle has passed its MOT. Insurance can only be looked at on 30th March because of the period to renew being 30 days. c) **Drivers:** To discuss driver recruitment, training requirements (MIDAS), and volunteer rotas. Some drivers need MiDAS renewals which is being sorted. One driver has decided not to renew and has stood down. Driver thanked for their help. Vehicle battery on a recall with Fords and will be going in the garage for work during the Easter half term break. New First Aid provider required for first aid training drivers and refund received from Warwickshire First Aid. d) Admin - West Northamptonshire Council's Open Framework is now open for provider applications on SProc.Net (bidding and admin system requires LPC action to register) Action FHP & CV to set up.
26/1085	**PUBLIC PARTICIPATION** Members of the public are invited to address the Council. Representations are limited to 3 minutes per person with a maximum of 15 minutes total. Village Hall AGM is on the 14th April 2026 and members of public welcome to attend.
26/1086	**WARD COUNCILLOR REPORT** Ward Councillor apologies received from R Humphreys and A Simpson. Report provided to accompany minutes.
26/1087	**PLANNING APPLICATIONS** To consider any new planning applications and matters not otherwise on the agenda. To view or comment on a planning application go to: https://www.westnorthants.gov.uk/planning-applications-and-enforcement/view-and-comment-planning-application

	Noted: The Paddocks 9 Chapel Lane Lilbourne CV23 0ST (E/2025/0950) WNC Planning enforcement/planning breach.

Reference No.▶	Location▶	Proposal / Description▶	Valid Date▲	Decision Issue Date▶	Decision▶
2025/4954/FULL	Land North of Lilbourne Road, Clay Coton, Northamptonshire NN6 6JX	Creation of a new vehicular access.	17/11/2025		Pending
2026/1018/DCOR					
Proposal Development consent order requirement for 2.7B 'Main Site & Rail Corridor Framework (Sheet 2)' and is referred to throughout the submission as DC762. This application seeks to discharge Requirements 6, 8, 12, 13, 14, 15, 16, 17, 23, 26 and 32.					Consultation comments by 07/04/26
Location DIRFT III Zone F East LPC reviewed 2026/1018/DCOR – It was **RESOLVED** as no comment.					

26/1088 **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) ADVISORY COMMITTEE**

Update and progress from the committee for consideration.

The NDP group held a meeting on 23rd March 2026 and went through the green space submissions. The group need some advice on the terminology and will submit the information to Your Locale to review. The draft plan is going to be reviewed at the next meeting 11th May. Call for sites responses are being dealt with by Your Locale and links into the draft plan. Once this has been reviewed it will go to the Parish Council for approval before the final stages.

26/1089 **JOINT PARISH COUNCIL MEETINGS REGARDING PLANNING MATTERS**

Progress on meet with Yelvertoft Parish Council regarding the field north of Lilbourne Rd. No dates set yet but contact made as requested.

26/1090 **PLANNING/ CONSULTATIONS FOR RESPONSE**

a) Response to West Northants Council local plan out for consultation at www.westnorthants.gov.uk/consultations https://www.westnorthants.gov.uk/consultations/west-northamptonshire-local-plan-help-shape-future-your-area closes 27th March 2026. Two draft responses have been prepared. It was **RESOLVED** to review and Clerk submit response which will be published on LPC website. Although Lilbourne has not been allocated any houses for the local plan the suggestions for rural settlements affect local infrastructure and traffic demand and the A5 has not been considered including that of the Rugby Plan. Services such as schools and doctors, then drainage, sewage, and impact of traffic through local villages will have detrimental impact on Lilbourne and connecting villages and is not sustainable.

b) Newton and Biggin Draft Neighbourhood Plan – Statutory Consultation period – 16 March – 28 April at 5pm

Comments on the Draft Neighbourhood Plan can be made by using the Pre-Submission Comments Form at: Newton and Biggin (inc Coton Park East) Neighbourhood Plan Regulation 14 Consultation – Fill out form Website https://newtonparishcouncil.gov.uk/neighbourhood-plan/neighbourhood-plan-documents Noted

26/1091 **FINANCE**

a) It was **RESOLVED** to approve the bank reconciliation and payments list for March 2026. Bank Balance at 19.03.26 £55,350.31.It was noted that some payments for last meeting were not authorised by signatories and will be processed forthwith.

INCOME

Date	Payment	Amount
17/03/2026	WNC FINANCE Minibus	£48.00
12/03/2026	NO FUSS Countryside Kitchen Minibus Private hire	£195.00
06/03/2026	Access Minibus (WNC)	£1,471.20
02/03/2026	WCC COUNTY FUND Concessions	£57.99
24/02/2026	WNC FINANCE Concessions	£80.00

b) It was **RESOLVED** to approve the following payments:

March 2026					
Date	Who	Reason	Amount	Payment	Powers To Pay
25/03/2026	Staffing	December	*****	BACS	LGA (1972) s112)
25/03/2026	HMRC	PAYE	*****	BACS	LGA (1972) s111)
25/03/2026	DCK Payroll Solutions Limited	Invoice 26825 & 26961 payroll	*****	BACS	LGA (1972) s111)
25/03/2026	JSN Protective Services	Inv SQ-1965 site visit & replace camera	210.00	BACS	LG Rating Act 1997 s31
25/03/2026	JSN Protective Services	12 months JSN std cover 24/7 tech support, annual service.	102.00	BACS	LG Rating Act 1997 s31
25/03/2026	E.on Energy Solutions Ltd	Inv 6018813200 PL4 replacement	372.00	BACS	Highways Act 1980
10/03/2026	Vodaphone	Village hall broadband	£41.50	DD	LGA (1972) s133
25/03/2026	Your Locale	YL/LPC/005 NDP work	£1800.00	BACS	Localism Act 2011
Minibus					
20/02/2026	Checked safe	monthly admin fee	£12.48	DD	LGA (1972) s111)
25/03/2026	PPL PRS	Inv 01618405 royalty music licence minibus	£293.52	BACS	LG & Rating Act 1997 s.26-29
25/03/2026	Total DBS & Screening ltd	Inv SI-4725 Enhanced DBS	£69.50	BACS	Children Act 2004, s.11; Care Act 2014

c) To complete Unity Trust Bank application, reconfirm signatories and administrator. Due to the online process of completing the form where signatories need to be present, it was **RESOLVED** to set up a Teams meeting to complete the application.

26/1092 **INTERNAL CONTROL/AUDIT/FINANCE**

a) To approve Risk Assessment, Data Protection Policy, Subject Access Request (SAR) procedure, Data Breach Policy, Records Retention Policy, and related polices on the website. The policies have been approved to be published on the website and the drafts require review sign off.

b) Review Asset list and confirm checks on assets completed. Cllr Porter has reviewed the assets around the village and updated the asset register. Goal Posts to be added for £2.00 (received as a donation). Register update approved. No planters in Yelvertoft Road and 7 benches in Burial Ground (however these will be memorial benches donated by families)

c) NCALC circular training GDPR & Group training – Circulate individual training dates and group date for next meeting.

26/1093 **VILLAGE PROJECTS AND MAINTENANCE**

a) **Play Area and Playing Field:** Review inspection reports and consider maintenance quotes.

Cllr Morely has contacted multiple organisations and contractors for quotes to repair play equipment but it has proved extremely difficult to find someone to do the work. A quote has now been obtained to repair the most urgent parts at £566 plus VAT genuine parts. The contractor also has the play inspection report to quote for other remedial work not deemed as urgent. Cllr Hoult asked to have a look at the urgent repair and he will update the PC, otherwise it was **RESOLVED** to proceed with £566.00 with Steve Williams and ask him to quote for the remainder work on the inspection.

Update on fencing replacement for decision – Clerk raised with WNC.

WNC Assets have been in contact with the Clerk and they have now requested copy quotes for fencing so they can compare with their own as acknowledge request to replace the fencing. Councillor Kempe is working on the quotes.

b) **Village Hall:** CCTV & broadband community hub. Additional spare camera and annual service. It was **RESOLVED** to purchase the additional camera so that a spare is available.

	c) **Defibrillator update** – no progress with replacement but paediatric pads to be ordered, and we have adult pads. A new defibrillator can be ordered when the pads expire/used in the next 12 months. d) **Highways/Footpaths:** Footpath project. Reinstatement of Station Road (Wills Lane end) verges following motorway viaduct work. No change chase Reinstatement of verges around village – consider spend on posts/bollards and licence for damaged verge area Hillmorton Lane. Hillmorton Lane top soiled following damage by oil tanker, organisation followed a complaint procedure kindly repaired as good will with thanks. Vehicles still driving over repaired verges. Elsewhere in village from broadband work, no action – clerk to chase. Jubilee Meadows – Maintenance checks for decision on spend – none. Clerk to check when mowing contractor will be carrying out the first cut. e) Gateway/planter repairs – Clerk seeing quotes. f) Phone box repainting. It was **RESOLVED** for the Clerk to seek quotes phone box has faded. g) To consider and approve work required for next village maintenance contract tender. *To note current contractor has been offered to continue with planned work during the period while the new contract is being finalised for public tender.* Councillor Kempe has reviewed the existing tender and recommends to change put out for quotes. It was **RESOLVED** to approve clerk to advertise the tender.
26/1094	**NEWSLETTER – Items for next edition** Planning, Speed Watch, Annual Parish Meeting April
26/1095	**CORRESPONDENCE** Review correspondence received. Open consultations can be found via link: noted **https://westnorthants.citizenspace.com/** West Northants Consultation Phase Two Public Consultation for the Grand Union Canal Transfer. Closes **11.59pm on Thursday 2 April 2026** to provide any feedback see https://guctransfer.co.uk/community-consultation-events/ **WNC Interim support for households relying on heating oil** https://westnorthants-newsroom.prgloo.com/news/interim-support-for-households-relying-on-heating-oil
26/1096	**ANY OTHER BUSINESS** (For information only; no formal resolutions may be passed). Faulty street light Stonehouse Court Flag from church – very large, historic item but not suitable for flag pole on green. Cllr Kempe obtaining replacement flags for the green this year. Goal post and nets up thanks to Cllrs Porter and Hoult
26/1097	**DATE OF NEXT MEETING** **Annual meeting of the Parish (not Parish Council meeting) Wednesday 29th April 2026** at 19:00 hrs. followed by the Ordinary Parish Council meeting on **Wednesday 29th April 2026** at 19:30 hrs. Meeting closed at 21:13hrs

WNC Councillors Report – Braunston & Crick Ward
To: Lilbourne Parish Council Meeting
Date: 25th March 2026
From: Cllr Rosie Humphreys, Cllr Andrew Simpson

1) WNC Matters

a) WNC Budget 2026/27

On 26th February, the council agreed to its budget for the coming year. All three opposition groups put forward alternative proposals, but these were all voted down in the meeting and the Reform UK administration's first budget was passed by 38 votes to 31. This means council tax will increase by 4.95%. This will equate to a band D property charge of £1,959.40.

For your information we can share below the Parish Council Precepts (also agreed at the meeting) for the Braunston & Crick ward as follows:

PARISH – PRECEPT – TAX BASE – PARISH CHARGE PER BAND D PROPERTY – BAND D CHANGE

Ashby St Ledgers – £8,183.00 – 77.00 – £106.23 – 2.2%
Barby – £67,353.00 – 513.10 – £131.28 – 0.0%
Braunston – £66,780.00 – 683.20 – £103.80 – 6.2%
Crick – £145,000.00 – 950.20 – £152.60 – 1.8%
Clay Coton – £0.00 – – £0.00 – 0.0%
Elkington – £0.00 – – £0.00 – 0.0%
Kilsby – £60,000.00 – 564.20 – £106.35 – -1.4%
Lilbourne – £29,500.00 – 162.70 – £181.33 – 12.8%
Stanford – £0.00 – – £0.00 – 0.0%
Welton – £19,039.00 – 312.70 – £60.88 – 2.3%
West Haddon – £213,284.00 – 792.90 – £268.99 – 15.4%
Winwick – £1,200.00 – 55.60 – £21.58 – -7.9%
Yelvertoft – £32,665.00 – 339.10 – £96.32 – 4.6%

Tax base is calculated based on equivalent band D properties in the Parish (adjusted for discounts, exemptions and housing growth). It is used as the basis to calculate the precept.

b) West Northants Local Development Plan

A reminder that consultation closes on this on 27th March 2026. We would encourage all Parish Councils and individuals to respond.

c) Highways Matters – Potholes

Clearly this is one of the biggest issues affecting constituents as the number of potholes has increased dramatically over the last few months with some causing damage to vehicles and questions being raised over the standard of repairs.

Residents are urged to report all potholes through Fix My Street where they can be logged, assessed and tracked. Councillors have raised urgent repairs directly with Highways Officers when necessary and have met with them a number of times to try and get action over particularly poor stretches of road.

Councillors are happy to continue to facilitate site visits with Kier and Highways Officers so they can see problem areas directly. However, other than that they have limited power to get potholes repaired.

Complaints can be escalated directly to the Cabinet Member responsible for Highways:

Cllr Richard Butler – richard.butler@westnorthants.gov.uk

d) Devolution for West Northamptonshire?

In February the Government wrote to council leaders and Chief Executives asking for 'Expressions of Interest' for the creation of Foundation Strategic Authorities. This would involve groups of local authority areas being given more powers over matters such as local transport and energy supply plans. This could be the first step towards becoming a Mayoral Strategic Authority.

WNC had been working with North Northamptonshire, Bedfordshire, Central Bedfordshire, Luton and Milton Keynes on a potential South Midlands Strategic Authority. Not all six authorities agreed, leaving West and North Northamptonshire isolated.

WNC has now agreed to express interest in pursuing the idea, but this will require agreement from the other authorities. Elections in May may change political control and support. Otherwise, WNC may work with North Northamptonshire to propose a Northamptonshire Foundation Strategic Authority — described by Lib Dem councillors as the "very, very last resort".

e) Full Council Meeting – 26th March

Items of business include:

- Children's Trust service contract and business plan
- Motions on improving highway maintenance
- Reducing knife crime
- Parking charges in Northampton following 2026/27 budget decisions

The Liberal Democrat motion focuses on the decision to remove parking concessions in Northampton for Blue Badge holders for the first time.

f) Change to Councillor Party Affiliations

Two Reform UK councillors have resigned from the party and now sit as Independents, reducing the Reform UK majority to 2.

A by-election is taking place in Hackleton and Roade on 7th May following the resignation of Reform councillor Adam Smith.

2) Local Issues

a) WNC land adjacent to the playing field

WNC have updated that a site visit was carried out and that both WNC and LPC will share the cost of repairing the fencing. LPC quotes will be compared to WNC quotes before a decision is made.

Separately, WNC will reach out to LPC about the future ownership of the land.

Get in Touch

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