LILBOURNE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held on Wednesday 24th June 2026 at 19:00hrs in Lilbourne Village Hall.

Attendees: Chairman Councillor Pope, Councillors Newhouse, Kempe, Porter, Alexander, and Chow.
Clerk: Mrs C E Valentine
Members of public: 1

26/1152	**TO RECEIVE APOLOGIES OF ABSENCE** Apologies received and approved for Councillors Morley and Hoult (Personal). Apologies received and approved for Faye Howells-Palin.
26/1153	**TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA & DISPENSATION REQUESTS** 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. None.
26/1154	**MINUTES OF THE PREVIOUS MEETING** It was **RESOLVED** to approve and sign the minutes of the Annual Parish Council meeting held on 27th May 2026 as a correct record. Extraordinary Meeting held on 16th June 2026 pending circulation at time of meeting.
26/1155	**COMMUNITY MINIBUS SERVICE – UPDATES AND DISCUSSION** 1. School and Town Services — Review of current routes, timetables, demand levels, and any proposed service adjustments. Meeting with school FHP & JP. The Chairman reported attending a meeting with the Headteacher and the school has been advised the drivers are not responsible for taking the children to the classrooms when they arrive at school and a staff member must do this. 2. Vehicle Status — Update on maintenance and repair requirements, including quotations for bodywork, window replacement, and mirror/light repairs. Vehicle is booked into Bodyshop for repair start of July. (RH) 3. Garage Door quotes for consideration – Carry forward (FHP) 4. Drivers — Recruitment update, MIDAS training needs, volunteer rota planning. New employment advisor contract is being setup and then the PC will be able to look at the recruitment process. It was noted to thank the team of village drivers who are currently covering the school run contract. 5. WNC Open Framework Portal —procurement portal and the opening of bidding from 13 July. Bidding date noted and the pricing review was discussed and approved.
26/1156	**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. No comment.
26/1157	**WARD COUNCILLOR REPORT** Report with apologies received. Condolences were made for the recent passing of former Ward Councillor Alan Chantler.
26/1158	**GRANT APPLICATION REQUEST** To consider a request on behalf of Yelvertoft PTA for a grant towards a memorial bench. It was **RESOLVED** to award a £300.00 grant towards the £3,000 Friendship Garden Project at the school, which is being created in memory of Arlo French. Due to current budget constraints and the financial commitments required to complete the Neighbourhood Development Plan, the Council cannot meet the PTA's full request of £1,206 for a bench at this time. The PTA is encouraged to reapply later in the year when available funds are clearly determined.
26/1159	**PLANNING APPLICATIONS** To consider any new planning applications and matters not otherwise on the agenda.

DEADLINE 22.06.26 HARBOROUGH DISTRICT COUNCIL – Noted that Catthorpe raised very good comments in their draft response which was shared with the PC, however the PC do not think Lilbourne will be directly affected and wish to support The Air Ambulance.

Action Planning Consultation - 26/00627/FUL Erection of a new air ambulance base, including a building comprising helicopter hangar, staff rest and training spaces, offices and other ancillary floorspace, and 2no. helipads, a final approach and take off area (FATO) along with security perimeter fencing, access from Swinford Road / Main Street, and parking, landscaping, attenuation, and other ancillary works, Land East Of, Catthorpe Road, Swinford, Leicestershire.

To view or comment on a West Northamptonshire Council planning application go to:
https://www.westnorthants.gov.uk/planning-applications-and-enforcement/view-and-comment-planning-application
Most recent applications:
The following were noted no comment.

Reference No.▶	Location▶	Proposal / Description▶	Valid Date▲	Decision Issue Date▶	Decision▶
2026/1286/MAO	Adj The Old Rectory Stanford Road Clay Coton NN6 6JU	Outline application (to include all matters except for landscaping) for the redevelopment of the site to include; demolition of 1 no. building, extension and refurbishment of 3 no. existing buildings, and construction of 2 no, buildings all under use class B2 and B8 with associated parking and infrastructure	16/04/2026	07/07/2026	
2025/4954/FULL	Land North of Lilbourne Road, Clay Coton, Northamptonshire NN6 6JX	Creation of a new vehicular access.	17/11/2025		Pending

26/1160 **JOINT PARISH COUNCIL MEETINGS REGARDING PLANNING MATTERS**

Progress on meet with Yelvertoft Parish Council regarding the field north of Lilbourne Rd for decision. The Chairman is to contact the group and report back with any comments.

26/1161 **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) ADVISORY COMMITTEE**

Updates and progress from the committee and extraordinary meeting on 16th June 2026. No updates for decision but the work is on going with Your Locale.

HIGHWAYS AND FOOTPATHS

a) Speed limit placement for eastbound traffic entering Lilbourne from the A5. The Chairman circulated a report prepared to improve safety and speed reduction. It was **RESOLVED** to approve the proposal and the request for a speed limit review to be submitted to Highways. Just to note various cameras have appeared around the village and they belong to Prologis who are monitoring traffic volumes.

b) Lilbourne Highway Safety Concerns on Station Road. Report submitted by a concerned resident. Request sent for feedback from LPC and help from Ward Councillor Simpson. Cllr Simpson taking forward issue with Highways.

c) Works at Wills Lane, condition and surface of bridleway and heavy goods traffic along Station Road. Referred to WNC & Ward Cllrs as a Highways matter. As above, awaiting information from Highways with thanks to Cllr Simpson.

VILLAGE PROJECTS, MAINTENANCE BURIAL GROUND

a) Renewing the line (football) marking for consideration. New gate to replace locking hoop. It was **RESOLVED** Councillor Chow to obtain quote for line marking and Councillor Hoult seeking cost for a gate.

b) Update on fencing and land – WNC looking into fencing repair and request to transfer land ownership. Chairman, Councillor Alexander and the Clerk met on site with WNC Assets Representative and Ward Cllr Simpson. The fencing repairs to be flagged hopefully as urgent. Land transfer process would have to be raised for cabinet and approved, this can take several months before any feedback.

c) Village Hall – maintenance, repairs water charges linked to carpark for consideration. No further news.

d) Village maintenance tender. Further items to be added before approval.

e) Biodiversity grant – consider application for the pocket park? Noted ready yet for the Parish Council to apply for a grant. Chairman is discussing with Prologis the review of trees and will request to see f they can trim boundary hedges. Chairman to look at biodiversity ideas.

26/1162 **FINANCE**

a) It was **RESOLVED** to approve the bank reconciliation and payments list for June 2026. Bank Balance at 17.06.26 £54,675.88

INCOME

Date	Memo	Amount
16/06/2026	WNC FINANCE MINIBUS	£90.00
12/06/2026	Access WNC MINIBUS	£1,324.08
03/06/2026	CAM RA RUGBY 19/06 PRIVATE HIRE	£125.00
29/05/2026	Access WNC MINIBUS	£735.60
29/05/2026	WCC COUNTY FUND CONCESSIONS MINIBUS	£62.72
22/05/2026	Access WNC MINIBUS	£735.60
21/05/2026	G DIXON MINIBUS PRIVATE HIRE	£195.00
19/05/2026	WNC FINANCE MINIBUS	£75.00

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

June 2026					
Date	Who	Reason	Amount	Payment	Powers To Pay
24.06.26	Staffing	June 2026	*****	BACS	LGA (1972) s112
24.06.26	HMRC	PAYE	*****	BACS	LGA (1972) s111
24.06.26	DCK Payroll Solutions Limited	Invoices payroll services 27279	*****	BACS	LGA (1972) s111
24.06.26	The Reading Room Yelvertoft	Room hire No 26/029 08.06.26	20.00	BACS	LGA (1972) s142
24.06.26	West Northants Norse Ltd	Inv SI2000113 Annual bin empty Horsepool	435.79	BACS	LGA (19721) s134
24.06.26	E.On Energy Solutions LTD	6018819544 Stone House Court replacement LED lamp	566.58	BACS	Highways Act 1980 s301
24.06.26	Vodaphone	Monthly village hall broadband	45.00	DD	LGA (1972) s111
24.06.26	Northamptonshire ACRE	Annual membership fee	42.00	BACS	LGA (1972) s111
01.06.26	Zurich Municipal	Annual Parish Council Insurance Inv 56979720	1167.75	BACS	LGA (1972) s140
Minibus					LGA (1972) s133
24.06.26	Smiths Fire	Inv no 1542 service extinguishers	73.08	BACS	LGA (1972) s111
24.06.26	Total DBS and Screening Ltd	Invoice SI 5939 DBS X 1	20.00	BACS	LGA (1972) s111
24.06.26	Total DBS and Screening Ltd	Invoice SI 6033 DBS X 2	40.00	BACS	LG & Rating Act 1997 s.26-29
24.06.26	Lilbourne Garage	Inv 19457 Ad blue	48.00	BACS	LG & Rating Act 1997 s.26-29
24.06.26	Lilbourne Garage	Inv 19444 mirror lamp	85.80	BACS	LG & Rating Act 1997 s.26-29
24.06.26	Lilbourne Garage	Inv 19455 safety check, inc. brakes, pads	525.71	BACS	LG & Rating Act 1997 s.26-29
24.06.26	R Hoult	Minibus Private hire 09.05.26	100.00	BACS	LG & Rating Act 1997 s.26-29
24.06.26	Check Safe	Minibus admin system subs	6.72	DD	LG & Rating Act 1997 s.26-29
24.06.26	DVLA	Vehicle tax monthly	14.96	DD	LG & Rating Act 1997 s.26-29

26/1163	**AUDIT 2025/2026** • Annual Internal Audit Report - It was **RESOLVED** to approve the report from the Internal Auditor • It was **RESOLVED** to approve the Section 1 Annual Governance Statement – signed accordingly. • It was **RESOLVED** to approve the Section 2 Annual Accounting Statement. -signed accordingly. • It was **RESOLVED** to approve the notice period for the exercise Public Rights as Monday 29 June – Friday 7 August 2025
26/1164	**CORRESPONDENCE** Review correspondence received. – Noted • Parish Recharge consultation on 10 April, a report was considered by the Democracy & Standards Committee on 3 July 2026 (you can see the report here). • Notification of upcoming work - A5 Gibbet roundabout to Rugby Truckstop. Overnight from 8pm to 5am, Monday 29 June 2026 to Thursday 2 July 2026 – noted works extended to July up to The Gibbet. • Local Transport Plan workshop on the new Freight Action Plan Thursday 02nd July 2026. 2pm to 4pm Vulcan 34-38 Guildhall Road, Northampton, NN1 1EW The Chairman is to write to National Highways about the village and access to cross the A5 when closed.
26/1165	**ANY OTHER BUSINESS** (For information only; no formal resolutions may be passed). Fishing for crayfish on the bridge
26/1166	**NEWSLETTER** Items for next edition To consider the offer of regular payment or donation to cover monthly printing service. Carry over.
26/1167	**DATE OF NEXT MEETING** Confirm the Ordinary Parish Council meeting will be held on **Wednesday 22nd July** 2026 at 19:00 hrs. Meeting closed at 20:27 hrs