LILBOURNE PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting

Held on 16th June 2026 at 19:00hrs in Lilbourne Village Hall.

Attendees: Chairman Councillor Pope, Councillors Newhouse, Porter, Alexander, Morley, Hoult and Kempe.
Clerk: Mrs C E Valentine
Members of public: 2 plus YourLocale Representatives G Kirk and John Martin.

26/1147	**TO RECEIVE APOLOGIES FOR ABSENCE** Apologies received and accepted for Councillor Chow. (personal)
26/1148	**DECLARATIONS OF INTEREST** To receive declarations of interest under the Council's Code of Conduct and consider 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. The Chairman advised he has property adjacent to a site and Cllr Newhouse declared having property in the same road as a site but has no interest pecuniary or otherwise. Cllr Hoult has personal business relations with a site owner.
26/1149 a)	**NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) ADVISORY COMMITTEE** Update and progress from the committee for consideration and previous committee minutes. See https://lilbourne-pc.gov.uk/neighbourhood-development-plan The Council were introduced to YourLocale by the Chairman, and they provided an explanation on the site allocation report as circulated to the council for review.
b)	To decide upon the site allocation proposal for Lilbourne NDP as produced in the draft site options report. YourLocale attended the meeting to explain that the Site Assessment Report had previously been considered by the Neighbourhood Development Plan (NDP) Committee. Following discussion, the Committee agreed to recommend that the Parish Council determine whether a housing site allocation should be included within the Neighbourhood Development Plan. Whilst it is not mandatory for an NDP to allocate a housing site, the Housing Group considered that it would be beneficial to explore this option. Including a site allocation within the Plan would provide the village with greater control over future development and help protect it from speculative or unwanted development, particularly as there is currently no five-year housing land supply. The Parish Council wrote to local landowners inviting sites to be put forward for consideration. Following this process, West Northamptonshire Council confirmed that the housing requirement up to 2037 is an additional nine dwellings. YourLocale subsequently assessed the submitted sites and produced a Site Assessment Report. Four sites were identified and labelled Sites A to D. The report was considered by the Council and has been prepared by YourLocale as an independent professional review. The assessment set out the advantages, disadvantages and recommendations for each site. Based on the evidence, Site C was identified as the preferred option, offering the most suitable access to the main road, the best potential for high-quality housing, and requiring the least mitigation. It was **RESOLVED** to include Site C as the proposed housing allocation within the Neighbourhood Development Plan. The allocation is for nine dwellings, in line with West Northamptonshire Council's identified housing requirement. This allocation does not include any future windfall sites.

	It was noted that there will be further opportunities for public consultation and review as the Neighbourhood Development Plan progresses through the statutory process. It was also noted that the Chairman left the meeting during consideration of this item. Councillor Morley voted against the allocation of a housing site, and Councillor Hoult abstained from voting.
26/1150 a)	**CLOSED MEETING TO DISCUSS CONTRACTS AND STAFFING** It was **RESOLVED** to approve the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to meetings Act 1960) in view of the nature of business to be transacted.
b)	To discuss matters relating to the decision to engage the services of a new Employment Law and HR advisor. It was **RESOLVED** to appoint Croner Ltd as the Parish Council's new HR and Health & Safety advisory provider at a cost of £254.99 plus VAT per month. 60-month term. Croner Ltd offers a comprehensive range of employment support services, including HR advice, Health & Safety guidance, training, and employee benefits to support both the Parish Council and its staff. As part of the service, they will also review the Parish Council's minibus Health & Safety procedures. Whilst this represents an increase in cost compared with the previous HR provider who retired, the Council acknowledged that the enhanced level of service, including 24/7 support and reduced employment risk, provides improved value. To help offset the additional cost, the minibus contract will be reviewed. It was noted that Croner Ltd also provides advisory support to ACAS.
c)	To discuss staffing matters and driver recruitment The role will be reviewed with Croner and further information will follow.
26/1151	**DATE OF NEXT MEETING** Confirm the next Ordinary Parish Council meeting on **Wednesday 24th June 2026** at 19:00 hrs. Meeting closed at 20:24