



## Collingtree Parish Council

Minutes of the **Full Council Meeting of Collingtree Parish Council** held in Collingtree Golf Course, Windingbrook Lane, Collingtree Park on **Wednesday 18<sup>th</sup> March 2026 at 7.00pm**

**Present:** Cllr Penny Steel, Cllr Sharon Collins, Cllr Doug Hudson and Cllr C Wilson

**Also Present:** Mrs Amy Holt (Clerk), WNC Cllr Pinder Chauhan, WNC Cllr Ron Firman, PCSO Lee Shelton, Oliver Hart Collingtree Golf Club

<b>Full Council Meeting</b>	
<b>847/2026</b>	<b>Record Attendance and receive apologies of absence – Cllrs McFadyen, Minney and Hussain</b>
<b>848/2026</b>	<b>Invite Declarations of Interest in respect of items on the agenda. Cllr Collins re 842 as she lives in Belfry Lane and Cllr Minney with respect to item 841 b (3 lights are near her house)</b>
<b>849/2026</b>	<b>To receive and approve for signature the minutes of the Fully Council Meeting on Wednesday 21<sup>st</sup> January 2026, Approved and Signed.</b>
<b>850/2025</b>	<b>Receive Reports from Police and West Northamptonshire Councillors</b> Police report circulated. PCSO Shelton updated that crime in Collingtree very low, no updates on the Parish Council's speed signs that were stolen. Cllr Chauhan updated re the Local Plan Consultation and local issues including the S106 Black Walk. Cllr Firman reported that he had chased the flooding department re Watering Lane.
<b>851/2026</b>	<b>Public Participation Session.</b> None present.
<b>852/2026</b>	<b>Discuss any correspondence received –</b> A freedom of information request has been received regarding Ash Lane, Clerk to reply appropriately and a request for sponsorship.
<b>853/2026</b>	<b>Financial Matters</b> a) Confirm Bank Balance Unity 28.02.2026 Unity Trust Current Acc, £47,740.78 and Instant Access Savings Account £124,073.95 Including receipts of £0.00 b) Payments – to be tabled at meeting (below) c) Confirm Asset Register Amount – Current asset amount is <b>£342,598.65. Clerk would like to propose a full review of the Asset Register in the next financial year.</b> d) Agree Annual Membership to Golf Club – The council use the Golf Club not only for Parish Council meetings 6 months of the year but frequently for other meetings, Clerk proposed we formalise and subscribe to their membership – <b>All Agreed.</b>
<b>854/2026</b>	<b>Sports Pavilion and Playing Field Matters</b> a) Update to Alarm/Security at Sports Pavilion, updates needed to system and propose response from security company, this will cost £393.00 – <b>All Agreed.</b> b) Approve costs of verti-draining Sports Field - £400 – <b>All Agreed.</b> c) Approve costs to roll Sports Field - £400 – <b>All Agreed.</b>
<b>855/2026</b>	<b>Community Projects</b> a) <b>June Event –</b> Cllr Hussain has booked several music acts, hire of small marque has been agreed with Tove (£600.00 + VAT). We continue to look for more food vans. b) <b>Newsletter –</b> Clerk has chased WNC regarding some information to form part of the public consultation of the Watering Lane site, The Tennis Club is the next group that could be featured, Clerk to contact members. c) <b>Agree Spring Summer Planting Costs –</b> to try and establish a better system for planters and hanging baskets (before investing in further planters) Clerk has asked contractor to plant 3x planters in Collingtree and 4 x hanging baskets, this would involve planting and maintaining throughout spring/summer including watering etc at a cost of £1500 – <b>All Agreed.</b>

856/2026	<b>Receive updates and discuss roads, common areas and footpath matters.</b> a) Agree to arrange cut back of vegetation on two lampposts in Lodge Avenue – the vegetation is a mix of growth from the Golf Course and the NPH, Cllr Firman has previously asked if NPH will cut back however they have said it does not meet the criteria. Not only is the growth affecting the visibility but soon will begin to damage the light inside. Cost to cut back £600.00 - <b>All Agreed</b> Clerk has already sort approval from Collingtree Golf Club should we need to enter their land to carry out the works.				
857/2026	<b>Receive updates and discuss any Street Lighting matters –</b> Lights still out on Lodge Avenue, High Street and Watering Lane – Clerk to chase.				
858/2026	<b>General Administration Matters –</b> a) <b>CPC postal address –</b> current registered address for CPC is Clerk's house, we pay for a PO Box for the Sports Pavilion correspondence, Clerk would like this to be the listed address and used for all correspondence – <b>All Agreed.</b>				
859/2026	<b>Planning Matters –</b> a. <b>New Applications</b> <table border="1" data-bbox="336 562 1497 656"> <tr> <td>2026/0800/TCA</td> <td>4 Applebarn Close, Collingtree, Northampton, NN4 0PF</td> <td>G1 Group of Prunus to be reduced laterally.</td> </tr> </table> b. <b>West Northants Council Regulation Draft Local Plan Consultation – To receive information from Planning Consultant with CPC representation to WNC</b> Clerk had hoped we would have a draft response by now; however, Nigel has assured we will have by end of the week.		2026/0800/TCA	4 Applebarn Close, Collingtree, Northampton, NN4 0PF	G1 Group of Prunus to be reduced laterally.
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860/2026	<b>Watering Lane Site – discuss sending correspondence to WNC –</b> lots of activity on the site, the tree's seem to be being thinned out, All Agreed for Clerk to write and ask for an update.				
861/2026	<b>Village Maintenance Report (R Flight)</b> Nothing to report				
862/2026	<b>Discuss any recent updates on the Northampton Gateway Sero / Ashfield development –</b> No updates.				
863/2026	<b>Progress any matters arising from the previous minutes not covered by items on agenda.</b> Cllr Steel and Clerk met with WNC Cllr Richard Buttler (Cabinet member for Highways) and Helen Howard from WNC Highways to discuss way forward after the Advisory Signs were stolen. It was agreed that CPC would formally request an enforceable 20mph zone for Ash Lane. It will need a public consultation, however there are many residents that have raised this so this so it is likely that will be favourable.				
864/2026	<b>RESOLUTION to exclude members of the press and public on the grounds that some of the information discussed in the following item is confidential – Staffing Matters</b> (Cllrs Chauhan and Firman and Oliver Hart left the meeting. <b>Clerk's new working hours Agreed</b>				
865/2025	<b>Date of next meeting - Wednesday 15<sup>th</sup> April 2026 (Collingtree Sports Pavilion)</b>				
	<b>Close: The meeting closed at 20.16</b>				

## Appendix A

### 853/2026 Financial Matters

#### b. Payments

Amount	Payee	Details
£1008.88	A Holt	Salary & Expenses
£374.79	HMRC	PAYE
£106.31	Nest	Staff Pension
£759.00	R Flight	Village Maintenance
£17.99 (£3.00)	Flotek	Collingtree Mobile Phone
£384.00	Forest Commercial Cleaning	Sports Pavilion Cleaning
£35.05 (£1.67)	Eon	Sports Pavilion Electricity

£45.00 (£7.50)	Royal Mail	PO Box Services
£90.00	Collingtree PCC	Village Room Hire
£526.27 (£87.71)	SSE	Street Lighting Electricity
£158.04	Lloyds Corporate	Credit Card
£122.98	Wave	Sports Pavilion Water
£324.00 (£54.00)	First 4 Blinds	Sports Pavilion Blinds
£42.00 (£7.00)	Ncalc	Training
£511.33 (£85.22)	Balfour Beatty	Street Lighting Emergency Repair
£870.24 (£145.04)	Marcus Young	Dog Bin Empty
£315.00 (£105.00)	SNCR	Bleed Kits
£690.00 (£115.00)	Broxap	Litter Bin (Barn Corner)

**Signed by .....** **Date .....**