



Collingtree Parish Council

13th May 2026

Dear Councillors

You are here by summoned to attend the **Annual Meeting and May Full Council Meeting** of the Parish Council **which will be held at Collingtree Sports Pavilion, Watering Lane, Collingtree, at 7.00pm on Wednesday 20th May 2026** When the under mentioned business will be transacted. Please let me know if you are unable to attend. Apologies for absence should be notified directly to the Clerk.

Mrs Amy Holt
Clerk to the Council

Members of the public are invited to address the Council during the public participation session. Please contact the Clerk by 12pm on the day of the meeting if you wish to do so.

AGENDA OF ANNUAL MEETING

- 884 **Election of Chair**
- 885 **Election of Vice Chair**
- 886 **To Chair and Vice Chair to complete a declaration of office.**
- 887 **Review and Re-adopt the following policies**
 - a) **Standing Orders Updated Model, b) Financial Regulations Updated Model, c) Code of Conduct, d) Co-option, e) Publication Scheme, f) Training and Development Policy, g) Dignity at Work Policy, h) Social Media Policy, i) Internal Controls Procedures, j) Northants CACL DPO Service as Data Protection Officer, k) GDPR Policies, l) Financial Risk Assessment.**

AGENDA OF FULL COUNCIL MEETING

- 888 **Record Attendance, Receive Apologies and Approve Reasons for absence**
- 889 **Invite Declarations of Interest in respect of items on the agenda**
- 890 **Sign and Approve Minutes of the Full Council Meeting held on 15th April 2026**
- 891 **Receive reports from outside bodies including West Northants Councillors and Northants Police**
- 892 **Public participation session 3 minutes max per person 15 minutes total.**
- 893 **Golf Club – Discuss and Agree Ecology Survey and CPC’s support**
- 894 **Discuss any correspondence received**
- 895 **Financial Matters.**
 - a. **Confirm Bank Balance 30.04.2026 Unity Trust Current Acc: £80,764.04 Instant Access Savings Account: £124,713.87. Including receipts = £47,500 (WNC Precept), £1755.00 (Sports Field Fees), £787.93 (Insurance payout for lamp Spinney Drive, £80.00 (Sports Pavilion Private Hire) £173.75 (Outing Contributions)**
 - b. **Approve Payments – to be tabled at meeting.**
- 896 **Governance**
 - i) **To receive the Internal Audit Report**
 - ii) **Annual Governance and Accountability Return 2026**
 - a) **To consider and Approve Section 1 The Annual Governance Statement**
 - b) **To consider and Approve Section 2 The Accounting Statements**
 - c) **To agree the dates for the exercise of public rights (commencing Wednesday 3rd June and ending on Tuesday 14th July 2026)**
- 897 **Appointment of Internal Auditor – Agree to appoint the Internal Auditor through NCALC membership**
- 898 **Sports Pavilion and Playing Field matters**
- 899 **Community Projects**
 - a. **Summer Event**
 - b. **Agree Date for next years event**
 - c. **Feedback on Trip**
 - d. **Agree to proceed with a summer outing.**
- 900 **Receive updates and discuss any roads, common areas and footpath matters.**

- a) Discuss two requests from MOP re additional dog waste bins
- b) Discuss issues with dog fouling

901 Receive updates and discuss any Street lighting Matters

- a) Discuss lamp post RTA and Insurance Offer
- b) Discuss potential renumbering lamps with QR code

902 Planning Matters a.

2026/1530/LDP	20 Pitbank Drive Collingtree Northampton NN4 0AQ	Certificate of lawfulness for proposed development, comprising of single-storey rear extension
2026/1919/FULL	100 Windingbrook Lane Collingtree Northampton NN4 0XN	Two storey side extension with front and rear dormers, change of roof from hipped bonnet to gable end, convert integral garage to habitable space and construction of detached double garage.

903 Village Maintenance (R Flight)

904 Discuss any recent updates on the Northampton Gateway Segro / Ashfield development

905 Progress any matters arising from the previous minutes not covered by items on agenda

906 Date of next meeting Wednesday 17th June 2026 (Collingtree Sports Pavilion)