



Collingtree Parish Council

Minutes of the **Full Council Meeting of Collingtree Parish Council** held in Collingtree Sports Pavilion, Watering Lane, Collingtree on **Wednesday 16th September 2026 at 7.00pm**

Present: Cllr Penny Steel, Cllr Doug Hudson(part), Cllr Alison Minney and Cllr C Wilson

Also Present: Mrs Amy Holt (Clerk), WNC Cllr Ron Firman, Cllr Pinder Chauhan

	September Full Council Meeting
942/2026	Record Attendance and receive apologies of absence – Cllrs Collins, McFadyen and Hussain
943/2026	Invite Declarations of Interest in respect of items on the agenda. None
944/2026	To receive and approve for signature the minutes of the Full Council Meeting on Wednesday 15th July 2026, Approved and Signed.
945/2025	Receive Reports from Police and West Northamptonshire Councillors Cllr Firman updated on Local Plan and various WNC initiatives. Cllr Chauhan updated on LP and discussed the LGS and ACV applications and helping the Golf Club Group progress.
946/2026	Public Participation Session. None present.
947/2026	Golf Club – The Golf Club has been removed from Regulation 19 of the Local Plan.
948/2026	Discuss any correspondence received – Correspondence regarding kissing gate in field behind Barn Corner, Clerk to investigate if landowner will allow for us to assist.
949/2026	Financial Matters a) Confirm Bank Balance Unity 31.08.2026 Unity Trust Current Acc, £38,436.65, and Instant Access Savings Account £125,329.18 Including receipts of £1213.00 (Pavilion Payments inc private hire and sports fees), £148.00 BT and £485.00 Cash deposit (Community Income fete/trips) b) Payments – to be tabled at meeting (below) c) Employment Costs: To Note that the national local government employer bodies and local government unions have agreed the pay award for 2026/2027. The award equates to 3.3% increase and is back dated to April (to be paid in October Salary). Agreed
950/2026	Notice of Conclusion of Audit (circulated) Conclusion noted and thanks to Clerk given.
951/2026	Sports Pavilion and Playing Field matters Clerk reported of the need for further storage for parish council equipment, Clerk to investigate costs of a further shipping container/storage.
952/2026	Community Engagement a) Community Survey - Cllr Steel reported of a number of people requesting self defence classes, pricing being sort for this but agreed to delegate a budget of up to £1500 to Clerk/Chair b) Christmas Event - Arrangements well underway, please share the flyer, DJ and Santa organised. c) Fish and Chip/Quiz/Bingo – Agreed to postpone until spring/ d) Newsletter – Articles discussed and agreed. e) Christmas Lunch – Booked for Thursday 10th December, budget of £500 agreed.
953/2026	Receive updates and discuss roads, common areas and footpath matters. a) Email from Ncalc re Highway's Representative – Agreed to participate.
954/2026	Updates on Vistry Development a) Speeding – agreed to purchase additional VAS (Clerk to gather costs) and some of the

	temp signs (Clerk and Cllr Wilson to investigate where they can be placed) b) Placement of Additional Waste Bins – Clerk to confirm location and organise red bin for by wooded area and a litter bin for in the park. c) Approve Cost of Bench from (CIL Monies) Agreed cost of £1503.00 for thinking space bench.		
955/2026	Receive updates and discuss any Street Lighting matters – a) Lamp no 5 on High Street now complete, Clerk to chase new lamp on Barn Corner.		
956/2026	Planning Matters – a. New Applications		
	2026/3064/FULL	98 Watermill Way, Collingtree Northampton NN4 0AD	Change of use form Class C3 (Dwelling house) to C2 (Residential Institution) to provide care for up to three Children.
	Clerk circulated proposed comments, All Agreed to submit.		
957/2026	Village Maintenance Report (R Flight) Nothing to report		
958/2026	Discuss any recent updates on the Northampton Gateway Sero / Ashfield development – a) Updates from meeting circulated, Chair will follow up on footway/gate/path.		
959/2026	Air Quality Monitoring – Review and Discuss Quote Initial meeting to now take place on 30 th September (now we know result/outcome of LP)		
960/2026	Progress any matters arising from the previous minutes not covered by items on agenda. None		
961/2026	RESOLUTION: That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business discussed. a) Staffing Matters – Clerk’s new hours of work and salary from 1st January 2027 agreed.		
962/2026	Date of next meeting - Wednesday 21st October 2026 (will be held at Collingtree Golf Club, Windingbrook Lane, Collingtree Park.		
	Close: The meeting closed at 20.49		

Appendix A

949/2026 Financial Matters

b. Payments September

Amount	Payee	Details
£1194.06	A Holt	Salary & Expenses
£478.91	HMRC	PAYE
£143.16	Nest	Staff Pension
£944.00	R Flight	Village Maintenance
£19.30 (£3.22)	Flotek	Collingtree Mobile Phone
£411.00	Forest Commercial	Pavilion Cleaning
£106.66 (£5.08.)	Eon	Sports Pavilion Electricity
£50.40 (£8.40)	Royal Mail	PO Box Services
£120.00	Collingtree PCC	Village Room Hire
£388.50 (£64.75)	SSE	Street Lighting Electricity
£258.44	Lloyds Corporate	Credit Card
£538.22 (£89.70)	Tove	Litter Bin Install and Watering Christmas Tree
£43,926.00 (£7321.00)	Tove	Footpath Sports Field (S106)
£4784.40 (£797.40)	Broxap	Benches
£144.00 (£4.00)	SAS	Security (Sports Field – During Construction)
£504.00 (£84.)	PKF	External Audit
£96.000	Barbara Osborne	Payroll Services

£669.53 (£111.59)	Speedy	Generators Fun Day
£660.00 (£110.00)	Redmore	Air Quality Assessment Initial Visit

August

Amount	Payee	Details
£340.00	Moulton Mini Bus	Althorpe Trip
£1177.66	A Holt	Salary & Expenses
£478.11	HMRC	PAYE
£143.16	Nest	Staff Pension
£388.01	R Flight	Village Maintenance
£19.30 (£3.22)	Flotek	Collingtree Mobile Phone
£89.29 (£4.25)	Eon	Sports Pavilion Electricity
£50.40 (£8.40)	Royal Mail	PO Box Services
£90.00	Collingtree PCC	Village Room Hire
£274.86 (£13.09)	SSE	Street Lighting Electricity
£10,963.03 (£1827.17)	EON	Street Lighting Improvements (CIL)
£1070.48	Lloyds Corporate	Credit Card
£2688.00 (£448.00)	Tove	Various Maintenance
£690.00 (£115.00)	Broxap	New Bin (Watermill way)(CIL)
£762.00 (£127.00)	Brixsecure	Annual Fee for Intruder Alarm and Sports Pavilion Wifi
£360.00	Moulton Mini Bus	External Audit
£437.94 (£72.00)	PPL PRS	Music Licence
£6.45	Penny Steel	Cllr Expenses
£500.00 (£100.00)	Elliotts Castle	Bouncy Castle

Signed by Date