

CULWORTH PARISH COUNCIL

To: All Members of the Culworth Parish Council (summons to meeting) and West Northamptonshire Councillors

Agenda for the meeting of Culworth Parish Council **To be held at 6:30pm on Thursday 11th June 2026 in the Culworth Village Hall**

Welcome to members and public.

1. **Apologies** received and acceptance
2. **Councillor declarations of interest & dispensations** in the following agenda items
3. **Receive, comment on and approve minutes** of the Annual General Meeting held on **7th May 2026** as an accurate record of the Parish Council official acts and decisions - **All**
4. **Matters Arising** from previous Parish Council minutes (action items)
 - 4.1 EMAT / Culworth school merger – Joshua Coleman (Chief Executive East Midlands Academy Trust) kindly attending
 - 4.2 Moving waste bin from playing field to footpath exit / notification of WNC
 - 4.3 Dog waste quotes
 - 4.4 Discuss use of events budget for the year (CF – cycling day; AF more coordination of events between PC, PCC and School)
 - 4.5 Street lights update – **AF**
 - 4.6 Update on registration of burial ground title and to apply for unregistered land - **Clerk**
5. **New matters**
 - 5.1 Water supply failure – **All**
 - 5.2 Hire of cricket field decision - **All**
5. **Standing Agenda Items**
 - 5.1 Ward Councillor report (if present) - **AE**
 - 5.2 Thanks
 - 5.3 Public participation (prior notice to the Chair or the Parish Clerk is recommended) – **All**
 - 5.4 Burial Ground update (if any) – **JR / AW**
 - 5.4.1 Application for memorial headstone for Ekaterina Gross
 - 5.5 CHFT update (inc Keenan Project Designs fees and remaining fund) – **AW** and **Clerk**
6. **Finance and governance**
 - 6.1 2025-26 Internal Audit Report
 - 6.1.1 Resolution to receive the internal audit report
 - 6.1.2 Resolution to minute and approve the responses to matters raised in the internal audit report as per previous discussion and paper prepared by Clerk
 - 6.2 2025-26 Annual Governance and Accountability Return (AGAR)
 - 6.2.1 Resolution to approve Annual Governance Statement
 - 6.2.2 Annual Governance Statement to be signed by (i) Chair and (ii) RFO/Clerk
 - 6.3 Approval of 2025-26 unaudited financial statements – previously certified by the RFO
 - 6.3.1 Consider the unaudited financial statements for the year ending 31 March 2026
 - 6.3.2 Resolution to approve the unaudited financial statements for the year ending 31 March 2026
 - 6.3.2 Signature of unaudited financial statements by the Chair.
 - 6.4 Provision of public rights to inspect the accounts and accounting records

- 6.4.1 Approval of circulated draft public rights notice – dates
- 6.4.2 Exercise of public rights whilst Clerk is not available

- 6.5 Resolution to approve the removal of Gary Denby from the Unity Bank mandate and to authorise the bank signatories to sign the related Unity submission form.

Standing items – finance and governance

- 7.11 Accounting/budget position review 2026/27
- 7.12 Financial check and bank reconciliation (every quarter Apr, Jul, Oct, Jan)
- 7.13 Payments review and approval (as necessary) (**Appendix A**)
- 7.14 Approval of Clerk hours, pay and payslip for March, April, May (to be paid in June).

- 8. Correspondence received by Councillors – see **Appendix B**

- 9. **Planning (items available at wnc.planning-register.co.uk + Advanced Planning + Parish)**
 - 9.1 NOTIFICATION OF TREE WORK AT IVY HOUSE HIGH STREET CULWORTH OX17 2AZ – consultation on whether tree works should be subject to TPO

- 10. **Items for the next Parish Council agenda**

- 11. **Meeting items to publish on Social Media (Facebook and Whatsapp)**

Next scheduled meeting: **16 July 2026, 7pm** in the village hall.

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND

Copies of all council papers are available for download at culworthparishcouncil.gov.uk

Peter Coville, Clerk to Culworth Parish Council

Peter Coville 5 June 2026

Appendix A – Payments for approval / noting

Items paid under delegated authority or direct debits

11/05/26	01-May-26 Valda 1846798 Electricity bill Lighting – S301 Highways 80	(118.94)
01/06/26	01-Jun-26 Unity - Bank Charge Admin includes NCALC & Audit & subscriptions	(7.75)
01/06/26	16-May-26 Wave water 16571874 Pavillion water Cricket field support – S164 Public Health Act 1875	(24.59)

Items not yet paid

13/05/26	13-May-26 Roger Smith 960 Mowing and strimming BG Churchyards & Burial Grounds – S215 LG Act 1972	80.00
	13-May-26 Roger Smith 960 Mowing and strimming play area Play Park Support – S164 Public Health Act 1875	100.00
30/05/26	30-May-26 Texprep 27940 Newsletter Local Govt Info Newsletters - S142 LG Act 1972	33.90
31/05/26	31-May-26 Complete Weed Control HC4831 Weed Control Mowing / Trees - S96 Highways 80	636.00
01/06/26	01-Jun-26 Gallagher Insurance 556808430 Insurance Admin includes NCALC & Audit & subscriptions	967.72

All the above have been examined, verified and certified by the Clerk.

Appendix B – Communications received by Councillors

6 May	WNC: to work with communities on three-weekly [black bin] collections
6 May	WNC: New four-year youth plan approved for West Northants
6 May	WNC: Fairer housing allocations policy to support those most in need
7 May	Woodford Halse Community Library – fundraising request
8 May	WNC: New Domestic Abuse and Sexual Violence Strategy set to progress
18 May	WNC: West Northamptonshire Cabinet arrangements confirmed
22 May	WNC: WNC parish briefing - May 2026
29 May	NCALC: Northants CALC eUpdate - May/June 2026
4 June	WNC: Road Safety Questionnaire Findings & Next Step