CULWORTH PARISH COUNCIL

To: All Members of the Culworth Parish Council and West Northamptonshire Councillors

Agenda for the Meeting of Culworth Parish Council

To be held at 7pm on Thursday 8th January 2026 in the Culworth Village Hall

Welcome to members and public.

1. Apologies received

2. Councillor declarations of interest & dispensations in the following agenda items

3. Receive minutes of the meeting held on **13th November 2025** as an accurate record of the Parish Council official acts and decisions.

4. Receive reports and minutes from the **Annual Parish Meeting** held on 3rd April 2025 **(GD)**.

5. **Public Concerns** (prior notice to the Chair or the Parish Clerk is recommended)
5.1 Message regarding damage to Banbury Lane and Culworth High Street due to road closures and repairs by HS2/WNC.

6. **Matters Arising** from previous Parish Council minutes
6.1 Review and decision on new Village Signs based on quotations distributed **AF**
6.2 Review and decision on quotes for Street Light and pole replacement **AF**
6.3 Report on progress of Tree Survey works **RS**

7. **New matters arising**
7.1 Re-siting and ongoing financial support for defibrillator **All**
7.2 Culworth Trail thanks **JR**
7.3 Tree planting of Woodland Trust trees **JR**

8. Culworth Burial Ground update (if any).

9. Community Hill Field Trust (CHFT) update **AW**

10. Discussion of submitted proposal for 2026 Culworth Christmas Trail event – Parish Council role and requests. **GS/PS**

11. Hugo Fox subscription renewal - **PCov**

12. Correspondence received by Councillors – see **Appendix B**

13. Planning (items available at wnc.planning-register.co.uk + Advanced Planning + Parish)

13.1 2025/5304/TCA: Works to 1x Birch within a conservation area. Westward Cottage High Street Culworth OX17 2BD.

13.2 2025/5037/TCA: Works to 10 Trees As per the tree management plan attached to the application/notification – request 2 year extension to previously approved plan. Mountfield High Street Culworth OX17 2BE.

13.3 2025/4800/TCA: T1 - Conifer - Section fell to ground level. The Stable Cottage Sulgrave Road Culworth OX17 2AP.

14. Audit and Accounts

14.1 Update of the Unity Trust Mandate additions. Addition of AH; removal of Rebecca Boasman and Stuart Rolt; addition of Peter Coville. **AH PCov (GD)**

14.2 Review, discuss and approve budget and Precept for 2026/27 **All**

14.3 Financial process efficiency - delegate such discussions to Finance Committee for report to Council- **PCov**

14.4 Consider Clerk's hours expended to end of Dec 2025 (handover and New Clerk)

14.5 Consider and approve the Parish Council payments listed in **Appendix A**

15. Changes to Parish Council meeting dates due to availability of new clerk plus agree future dates:

15.1 2 April – suggest 9 April
15.2 14 May – suggest 7 May
15.3 Agree future dates for 2026

16. Items for the next Parish Council agenda

17. Date of next meeting: **Thu 5th or 12th February 2026 (TBC), 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* 4 January 2026

Appendix A – Payments for approval / noting

Description / Power	**Amount**	**VAT**	**Total**
Cumbria Clock Company (21258) – Church Clock Service. *S215 LG Act 1972*	185.00	37.00	222.00
Restrospective invoices – dates are payment dates			
8/12/25 Texprep (27703) – Newsletter printing *Local Government Act 1972, Section 142 Local Gov't Info*	138.70	-	138.70
28/11/25 iPlay (82390) – playpark inspection *S164 Public Health Act 1875*	180.00	16.00	216.00
8/12/25 Keenan Project Design (9193) – Hill Field planning support (CHFT agency agreement) S164 Public Health Act 1875	1,050.00	210.00	1,260.00
8/12/25 Keenan Project Design (9194) – VHT planning support (CHFT agency agreement) S164 Public Health Act 1875	1,500.00	300.00	1,800.00
8/12/25 WNC – supplementary election costs (424003116030) *Council administration*	1,202.50	-	1,202.50
8/12/25 Roger Smith (934) – BG hedge cutting *S215 LG Act 1972*	140.00	-	140.00
19/12/25 Valda Energy Street Lighting charges 1-30 Nov 2025 (DD 19/12) *Highways Act 1980, lighting functions s.98*	b/fwd 14.69 Cons 235.27	0.73 11.76	15.42 247.03

Appendix B – Communications received by Councillors

14 Nov:	HS2 Liaison group notice of meeting 16 January.
14 Nov:	NCALC Training – Planning Nuts and Bolts
14 Nov:	N-CALC mini eUpdate – Review of Proper Practices for Parish/Town councils
19 Nov:	WNC – welcoming spaces leaflet to support Northants residents
19 Nov:	WNC – Town and Parish Conference slides
21 Nov:	N-CALC mini eUpdate – Planning reform
21 Nov:	WNC Town and Parish briefing 40 – conference feedback
28 Nov:	N-CALC mini eUpdate – Conference, ethics and audit changes
1 Dec:	West Northants Citizens advice funding letter
2 Dec:	WNC – developments to Local Plan
5 Dec:	N-CALC mini eUpdate – Local Govt pay and legal advice service
9 Dec:	WNC – Consultations update
11 Dec:	N-CALC – two online briefings early 2026: Local Plan Regulation 18 Consultation and Local Nature Recovery Strategy
12 Dec:	N-CALC mini eUpdate – CEO scams
11 Dec:	ONS Community Connections
17 Dec:	Cllr Eastwood - Ward report on WNC budget challenges
17 Dec:	WNC – Parish taxbase numbers for 2026-27 budget
19 Dec:	N-CALC mini eUpdate – Grants for water and transport schemes
22 Dec:	WNC - Update on consultation process for local plan
22 Dec:	WNC – Consultation on Local Transport Plan
23 Dec:	WNC – Budget 2026-27 consultation notification
23 Dec:	WNC – Parish briefing edition 41 – Budget, Christmas and Newsletter
5 Jan:	WNC – App reminder for use to access services and reporting for WNC