

CULWORTH PARISH COUNCIL – MEETING AGENDA

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

Meeting of Culworth Parish Council at **7pm on 3 Sep 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 Council Meeting held on **27 July 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 Attendance at NCALC October 3 Conference in Moulton (NE of Northampton)
 - 4.2 Culworth Community Shopping Trail – review of planning, safety and event management (GS and PS)
 - 4.2.1 review of plans and feedback from previous year;
 - 4.2.2 risk management and incident management plans (focusing on fire, slips/trips/falls, vehicle issues;
 - 4.2.3 car parking and traffic management;
 - 4.2.4 budget update and approval for cost reimbursements;
 - 4.2.5 any further support required;
 - 4.3 Anglian water update – compensation, offer of ex gratia payment and meeting
 - 4.4 Street lights update
- 5 New matters arising
 - 5.1 Tree works update and authority for new work – RS
 - 5.2 Attendance at Stronger Together conference – 2 Oct Daventry
 - 5.3 Future meeting dates for 2027
 - 5.4 Authorise reimbursement of costs for village BBQ by Clerk
- 6 Standing Agenda Items
 - 6.1 Ward Councillor report (if present) – AE
 - 6.2 Thanks
 - 6.3 Public participation (prior notice to the Chair or the Parish Clerk is recommended) – All
 - 6.4 Burial Ground update (if any) – JR / AW
 - 6.5 CHFT update - AW
- 7 Finance and governance
 - 7.1 External audit update
 - 7.2 Clerk's salary for Q3 – authority for finance working group to authorise HMRC submission of hours as no council meeting
 - 7.3 *Standing items – finance and governance*
 - 7.3.1 Financial check and bank reconciliation (every quarter Apr, Jul, Oct, Jan)
 - 7.3.2 Payments review and approval (as necessary) (Appendix A)

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

8.1 2026/3138/TCA **NOTIFICATION ONLY** OF TREE WORK AT RHIGOS BANBURY LANE CULWORTH OX17 2AY INTENDED TREE WORK INCLUDES T1 CHERRY TREE 30% REDUCTION AND T2 LABURNUM REMOVE 2 SIDE STEMS CAUSING FOOT PATH BLOCKAGE.

8.2 2026/3139/TCA **NOTIFICATION ONLY** OF TREE WORK AT ORCHARD HOUSE BANBURY LANE CULWORTH OX17 2AX INTENDED TREE WORK INCLUDES: T1 DEAD FIR REMOVE. T2 PYRACANTHER HEDGE 3 FT REDUCTION. T3 SMALL ASH REMOVAL. T4 COPPICE 2 TREES ON NW CORNER. T5 CROWN LIFT CONIFER TO CLEAR PHONE AND POWER LINES. TG6 3X SILVER BIRCH GROWING THROUGH PATIO REMOVE. TG7 2 TREES IN SW CORNER TOUCHING POWER LINES CLEAR BRANCHES TO MAKE SAFE. T8 CONIFER ON DRIVE CROWN LIFT TO CLEAR DRIVEWAY

9 Items for the next Parish Council agenda

9.1 Proposal for new website and email accounts host (Clerk)

10 Meeting items to publish on Social Media (Facebook and Whatsapp)

Next *scheduled* meeting: 12 November 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

Peter Coville, Clerk to Culworth Parish Council

Peter Coville **30 August 2026**

Appendix A – Payments

Items paid under delegated authority or direct debits (date is bank date)

31-Jul-26 Peter Coville n/a Community Speedwatch sub	
General - S137 (3) LG Act 1972	(150.00)
31-Jul-26 Unity n/a Bank Charge	
Admin includes NCALC & Audit & subscriptions	(7.00)
31-Mar-25 Nicola Trott n/a Ground Rent	
Open Spaces Act 1906 S10 – Open Spaces maintenance	(30.00)
01-Aug-26 Valda 1995995 Electricity bill	
Lighting – S301 Highways 80	(103.90)
01-Aug-26 Cartwright Landscaping C47489 Mowing	
Mowing / Trees - S96 Highways 80	(86.40)
06-Jul-26 Nextday Catering Equipment 161017 BBQ purchase at 50% share	
Local Government (Miscellaneous Provisions) Act 1976, Section 19	(447.20)
10-Aug-26 Parish Online CIC 34UG021-0007 POL subscription	
Admin includes NCALC & Audit & subscriptions	(48.00)
10-Aug-26 Roger Smith 1002 Mowing Churchyards & Burial Grounds – S215 LG Act 1972	(16.00)
10-Aug-26 Texprep 28053 Newsletter Local Govt Info Newsletters - S142 LG Act 1972	(31.50)

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