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 **12 Nov 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 **3 September 2026** as an accurate record of the Parish Council official acts and decisions (previously circulated) – All

4 Matters Arising from previous Parish Council minutes (action items)
4.1 Christmas Trail – updates (**Clerk**)
4.2 Anglian water – ex gratia payment and meeting report (**AW, Clerk**)
4.3 New Council website and email proposal – see paper (**Clerk**)
4.4 Street lights – awaiting model and cost information
4.5 NHants Transport strategy survey and grants programme (message **AH**)

5 New matters arising
5.1 Burglaries – updates, police feedback, next steps and communication **AH**
5.2 Village Christmas tree, school choir and Christmas Trail (**All**)
5.3 Notice board replacement:
- 5.3.1 Cricket field
- 5.3.2 Parish council noticeboard title
- 5.3.3 School gate

5.4 Tree works programme for winter and 2027 (**RS**)
5.5 Parish Council mobile phone (pay as you go) – see proposal (**Clerk**)
5.6 Title to Burial Ground – update (**Clerk**)
5.7 Second speed sign costs and location (**All**)
5.8 Litter around the village (**JR / all**)
5.9 Parking signs for village green; larger signs for layby (**All**)
5.10 Screening of "Peoples Emergency Climate Briefing" in village proposed – organised by PC? The film is available free and we have a screen in the Forge. https://www.nebriefing.org/host-the-film
5.11 CCST volunteering – Pavillion refreshments and car park (**All**)
- 5.11.1 Cake and mince pie donations
- 5.11.2 3x3 hr shifts in pavillion
- 5.11.3 3x3hr shifts in car park
- 5.11.4 Getting family involved

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** and **Clerk**.

7 Finance and governance
7.1 Review and consider 2025-26 external audit report and minute responses
7.2 Items to consider for 2027-28 Budget in advance of January meeting
7.3 Future meeting dates as published to website – resolution of any issues

7.4 Standing items – finance and governance
7.4.1 Accounting/budget position review 2026/27
7.4.2 Financial check and bank reconciliation (every quarter Apr, Jul, Oct, Jan)
7.4.3 Asset walkaround – every quarter (**CW**)
7.4.4 Payments review and approval (as necessary) (Appendix A)

8 Planning (items available at wnc.planning-register.co.uk + Advanced Planning + Parish)
8.1 None noted at current date apart from Tree Works (notification only).

9 Items for the next Parish Council agenda
9.1 Budget and precept

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

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 **07 November 2026**

Appendix A – Payments
Items paid under delegated authority or direct debits (date is bank date)

	17-Aug-26 Wave water 16942429 Pavillion water Cricket field support – S164 Public Health Act 1875	
01/09/26		(73.93)
	04-Sep-26 Cash n/a BBQ income (net)	
04/09/26	Not applicable	316.22
	17-Aug-26 Keenan Project Design 9864 Planning meeting visuals Cricket field support – S164 Public Health Act 1875	(1,080.00)
	01-Sep-26 PFK Littlejohn NH0067 External Audit Fee	
10/09/26	Admin includes NCALC & Audit & subscriptions	(252.00)
	01-Sep-26 Valda 2043848 Electricity bill	
11/09/26	Lighting – S301 Highways 80	(119.52)
	25-Sep-26 Peter Coville n/a Staff Costs	
25/09/26	Staff Costs	(870.98)
	01-Sep-26 Cartwright Landscaping C47576 Mowing	
08/10/26	Mowing / Trees - S96 Highways 80	(86.40)
	07-Oct-26 Roger Smith 1015 Mowing and strimming Churchyards & Burial Grounds – S215 LG Act 1972	(56.00)
	07-Oct-26 Roger Smith 1015 Mowing and strimming Cricket field support – S164 Public Health Act 1875	(50.00)
	n/a Phil Staniford n/a BBQ costs	
	General - S137 (3) LG Act 1972	(122.20)
	01-Oct-26 Valda 2091969 Electricity bill	
12/10/26	Lighting – S301 Highways 80	(136.08)
	18-Aug-26 Culworth Cricket Club 2026-001 BBQ purchase at 50% share Local Government (Miscellaneous Provisions) Act 1976, Section 19	23.60
	12-Oct-26 Texprep 28129 Newsletter	
16/10/26	Local Govt Info Newsletters - S142 LG Act 1972	(40.30)
	15-Oct-26 The Planning Portal PP-14783224-v1 VHT planning fee Cricket field support – S164 Public Health Act 1875	(404.00)
	16-Oct-26 Amy Hall n/a BBQ prizes	
	General - S137 (3) LG Act 1972	(40.00)
	16-Oct-26 Cartwright Landscaping n/a Mowing	
	Mowing / Trees - S96 Highways 80	(86.40)
	16-Oct-26 Phil Staniford n/a CCST advertising cost as per budget	
	General - S137 (3) LG Act 1972	(388.74)

Items not yet paid

	13-Jul-26 JP Leeding Construction INV-1364 Payment for streetlight pole replacement	
01/11/26	Lighting – S301 Highways 80	(1,440.00)

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