

BROUGHTON PARISH COUNCIL.

Chairman: Cllr P.A. Scouse.

Parish Clerk: Alison McDaid.

Email: clerk@broughtonparishcouncil.gov.uk

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Minutes of the Broughton Parish Council Annual Meeting held at Broughton Chapel Room, 7pm, Thursday 21st May 2026

Councillors Present:

Cllr P. Scouse

Cllr R. Shrive

Cllr M. Rose

Cllr M. Gray

Ward Councillors present:

None were present as attending NNC Full council. Apologies received.

01/26. Apologies.

Cllr C. Taylor

Cllr A. Tempest

Cllr. H. Bull

Cllr B. Davies

02/26. Election of Chair and Vice Chair for ensuing year

The following appointments were **resolved**:

Chair - Cllr R. Shrive.

Proposed – Cllr Rose, seconded Cllr Gray. All agreed

Vice chair – Cllr P. Scouse

Proposed – Cllr Shrive, seconded Cllr Rose. All agreed

Cllr Scouse was thanked for all her hard work over many years serving as Chair.

03/26. To sign Declarations of Acceptance of Office

Declarations of Acceptance of office were signed and witnessed by the clerk

04/26. Declarations of Interest.

No declarations were declared

05/26. Minutes to be resolved.

Draft minutes of the Parish Council meetings held on 17th April 2026 were circulated, approved by members and were authorised for signature by the chair. **RESOLVED.**

BPC - Broughton Parish Council.

NNC - North Northamptonshire Council.

NCALC - Northamptonshire County Association of Local Councils

06/26. Councillor vacancies and co-option of councillor/s

Freddy Chester introduced himself to the council and expressed his intention to become a member of BPC. Cllr Rose proposed that Freddy Chester be accepted and Cllr Gray seconded the proposal. All agreed and it was **resolved**. Cllr Chester was officially welcomed. Declarations of Acceptance of office and code of conduct were signed and witnessed by the clerk. Cllr Chester was given a copy of the Civility Pledge adopted by BPC. **Action: Clerk to set up email address, send over the link to Register of Interests and arrange training.**

07/26. Public right to speak.

No members of the public were present

08/26. Reports from NNC ward councillors

None were received.

09/26. Report from clerk & correspondence

Clerk Report

128/25 – 28 Wellingborough Road, case of the fence being erected in July 2025 along the highway boundary, totally removing the public grass area on the junction of Baker Avenue and Wellingborough Road, which is also reducing the vision splay at this junction. – **Clerk emailed the ward councillor again to chase Enforcement and Highways as still matter is still ongoing.**

Karina Mottley wrote to the clerk to introduce herself as the new PCSO 7063. Karina is keen to come to a meeting so the clerk will send her a list of the meeting dates

The clerk received an email from a resident regarding the build up of weeds in Kettering Road. The clerk signposted the resident to FixMyStreet and report exact locations but also informed them that NNC will only provide Broughton with three cuts per year. **Action: The clerk to find the map that NNC sent highlighting the grassed verges around the village and ask again how much additional cuts would be. Emailed 08/06/2026**

The clerk contacted Liam Faulkner in regards to the damage left by moles in the High Street Playing Field. While NNC do not routinely treat or exterminate moles within Public Open Space as they form part of our natural environment, he will ask an inspector to assess any damage during the next visit to the play area.

Cllr's Scouse, Shrive and Tempest completed their Data Protection for Councillors training and found it very useful. Cllr Taylor did not attend and BPC have been charged.

The clerk received correspondence from Northants CALC informing Broughton PC is the winner for April's training Monthly prize draw winning a free place on a training course which can be used by either a councillor or the clerk within the next 12 months

Simon Mills – Assistant Director Customer Services provided clarification on how Town and Parish Councils can raise complaints about North Northamptonshire Council (NNC) services, and how escalation to the Local Government and Social Care Ombudsman (LGSCO) works.

Making a Complaint to NNC

Town and Parish Councils can submit complaints to NNC on behalf of residents or where they are affected by a matter.

NNC operates a two-stage corporate complaints process:

- Stage 1: Investigation by the relevant service (response within 10 working days)
- Stage 2: Review of the complaint if dissatisfied (response within 20 working days)

Where possible, issues should be raised first as a service request before progressing to a formal complaint.

Escalation to the Ombudsman (Key Clarification)

The Local Government and Social Care Ombudsman (LGSCO) provides independent oversight of complaints about councils.

However:

- Parish and Town Councils (as public bodies) cannot directly refer a complaint to the Ombudsman
- The law prevents the Ombudsman from accepting complaints from “authorities constituted for public service purposes” (which includes parish councils)

What this means in practice:

- Individuals (residents) can complain to the Ombudsman
- Parish councils can support or represent residents (with consent)
- Parish councils cannot escalate a complaint in their own right as a council body

When the Ombudsman Can Consider a Complaint

The Ombudsman will usually only consider a complaint where:

- The matter has first gone through the council’s complaints process
- The complaint is brought by an affected individual (personal injustice)
- The issue is within the Ombudsman’s legal remit (not subject to appeal or legal challenge)

The Ombudsman:

- Is not an appeal body and will not re-make decisions
- Focuses on whether the correct process was followed and whether there was fault

Role of Town and Parish Councils

Town and Parish Councils play an important role in supporting local communities:

- Helping residents raise concerns and complaints
- Acting as a collective voice where multiple residents are affected
- Signposting individuals to the correct escalation routes

Where appropriate, councils may:

- Encourage affected individuals to pursue complaints directly
- Submit complaints on behalf of individuals (with authority)

Important Distinctions

Issue type	Correct route
Dissatisfaction with NNC service	NNC complaints process
Decision with statutory appeal (e.g. planning)	Appeals / legal route (not complaints)
Complaint about a parish councillor	Monitoring Officer / standards process
Escalation beyond NNC	Individual referral to Ombudsman

Learning and Next Steps

NNC recognises the importance of clear and accurate guidance in complaint responses, templates and guidance have been reviewed over the past 18 months to ensure clarity

where complaints are submitted by public bodies, and a briefing note has been shared internally to reinforce this.

We may not always get it right and encourage colleagues to raise any issues with us as timely as possible, to minimise any negative impact. We are always learning and use feedback to inform improvements in our services.

Further Information

The Ombudsman Service's website is easy to use and navigate, and they have an AI tool for triaging enquiries. I also include relevant policy and guidance for ease:

- LGSCO Parish Council Guidance:
[Town and parish councils - Local Government and Social Care Ombudsman](#)
- What the Ombudsman can and cannot investigate:
[What we can and cannot look at - Local Government and Social Care Ombudsman](#)
- NNC Complaints Process:
[Comments, compliments and complaints | North Northamptonshire Council](#)

May correspondence

- Local link newsletter from Leader, 17/04/2026, 01/05/2026, 15/05/2026
- Northamptonshire ACRE – Spring newsletter
- Invitation: Kettering East Local Area Partnership Meeting – 14 May 2026
- Northamptonshire Talking newsletter
- Home Newsletter for Council Tenants
- Draft Play Area Strategy consultation
- Complaint Handling - Guidance for Town and Parish Councils

10/26. Appointments to outside bodies and committees

The following appointments were **resolved**:

Finance Advisory Committee – Cllr's Scouse, Shrive, Gray & Tempest.

Pocket Park Advisory Committee – Cllr's Scouse, Shrive, Chester & Rose.

Police Liaison Representative – Cllr Shrive.

Communications Committee – Cllrs Rose, Scouse, Bull & Gray.

Village map project – Cllrs Davies, Rose, Scouse & Bull.

High Street playground – Cllrs Chester, Rose & Gray.

11/26. Review of policies - Constitution, Data Protection, Equality & Diversity, Safeguarding, Scheme of Delegation, Social Media and Financial Regulations.

All policies were reviewed and it was **resolved** all were still current.

12/26. – Traffic calming – Works update

The public consultation for Kettering Road has now closed and NNC did receive some comments, so the Executive Member and our Head of Highways Delivery will now need to review these comments and determine if the scheme can move forwards to installation stage.

NNC are aware of the importance of timelines due to the funding, so will update BPC soon.

Action: Clerk to chase and resident will ask for an update on his comment submitted in the consultation.

It was noted again that the Wellingborough/Northampton road surface is not good enough.

There are also safety concerns of vehicles parking on the corner of the junction by a resident. This has become a hazard. **Action: Clerk to contact Cllr McGiffen, Head of Highways to ask if double yellow lines can be installed.**

13/26. – Domestic EV charging points

The clerk was tasked to find out what NNC policy is on Domestic EV charging points. The existing planning requirements for domestic EV charging installations, noting the distinction between property types:

- **Off-Street Parking:** Installations generally fall under **Permitted Development rights**, requiring no formal application unless the property is a **listed building** or situated within a **conservation area**.
- **On-Street Parking:** Historically, these installations have required full planning permission.

2. Highways Safety and Legal Compliance

The Council noted the significant legal risks associated with on-street charging:

- Trailing cables across public footpaths without express permission is an offence under **Sections 162 and 178 of the Highways Act 1980**.
- Residents remain liable for any injury or incidents arising from cables obstructing the highway.
- Permission for permanent pavement crossing solutions must be granted by the **Highways Authority**.

3. National Planning Reform (April 2026)

The Clerk highlighted a government announcement dated **21 April 2026**:

- New regulations have removed the requirement for planning consent for home EV chargers where private off-street parking is unavailable, provided the installation is part of an **approved local authority scheme**.
- This reform is expected to save eligible residents approximately **£600** in application fees.

4. NNC Cross-Pavement Channel Trial

The Council has secured government funding to implement a domestic charging trial:

- **The Scheme:** Sinking charging cables into narrow, pre-cut channels in the pavement to mitigate trip hazards.
- **Implementation:** A targeted trial is scheduled for **2026**, following the procurement of a suitable supplier.
- **Financial Support:** Grants will be made available to eligible participants within the trial area.

5. Guidance and Next Steps

- Residents without off-street parking are advised to seek professional guidance via **ev@northnorthants.gov.uk** before attempting any installation.
- The Council's guidance documents on planning and building control are to be updated to reflect the 2026 regulatory changes once they are formally enacted

Action: The clerk to write a letter to a resident after Cllr Rose has identified house number

14/26. Village Map project

Cllr Rose confirmed all photos submitted have now been put in order.

The map will include the footpaths from the Pocket Park to the church and the church to playground.

Stage 1 – Map

Stage 2 - History

15/26. Development control / Planning Report.

Planning applications

26/00696/HFUL

Location: 48 Grange Road, Little Cransley, NN14 1PH

Proposal: Householder Planning Permission: First floor extension above existing garage and single storey rear extension.

No comment

26/00878/LDP

Location: 38 Wellingborough Road

Proposal: Certificate of lawfulness for a proposed single storey rear extension.

No comment

26/00726/HFUL

Location: 6 Kerley Close, Broughton, NN14 1PS

Proposal: Householder Planning Permission: Garage conversion to habitable accommodation removal of garage door and infilling with window and brickwork with first floor extension above.

No comment

Planning Decisions

26/00528/HFUL

Location: 2A Church Street, Broughton, NN14 1LU

Proposal: Householder Planning Permission: Demolition of outbuildings, to replace greenhouse with double garage, remove existing garage to allow large area of gravel to provide additional parking space, new decking with pergola and low level wall to the rear, alterations to roof of utility room, 2 new rooflights, cladding to existing extension and new electric access gate to the front.

No Comment

25/02168/HFUL

LOCATION: 22 Glebe Avenue

PROPOSAL: Proposed two storey rear extension, single story front extension and conversion of out building, including external insulated render and alterations.

No comment

In Progress

25/01424/LBC

LOCATION: The Gables 54 Church Street Broughton NN14 1LU

PROPOSAL: Installation of a home wall mounted 7kw EV charger to the garage within a private driveway

No comment

Approved

25/00766/HFUL

LOCATION: 16 Carter Avenue, NN14 1LZ

PROPOSAL: Replace conservatory and outbuilding with two storey side and rear extensions.

In progress

NK/2025/0047

LOCATION: 37 Church Street

PROPOSAL: Notification of Works to Trees in Conservation Areas: T1-T6 Sycamore - re-pollard to previous points; T7 Holly - crown reduction by approximately 3m

Target decision date: 13/03/2025

In progress

16/26. Insurance renewal, SLCC and ICO subscription renewal

It was **resolved** to renew the Insurance with Clear Councils as year two of a three year deal.

It was **resolved** to renew SLCC and ICO subscriptions.

17/26. Finance Report - to note expenditure for May

May 2026 statements

Nationwide 125-day saver - £17,817.63

Nationwide 35-day saver - £5,194.28

Community – £32,082.88

Credits to Nationwide 125 day-saver account 3.50% Jan 2026

Interest		
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Credits to Nationwide 35 day-saver account – 2.45% Jan 2026

Interest		
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Credits to Community account

Precept	£18,000	00
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Payments issued from Community account.

Payee	Method	Amount
Salary - mth 2	Bank transfer	£447.35
HMRC income tax	Bank transfer	£111.60
A McDaid home working £12.00 Travel 81 miles @ 45p per mile £12.15 - £36.45	Bank transfer	£48.45
Castletree	Bank transfer	£300.00
Northants CALC	Bank transfer	£441.60
Clear Councils –Insurance Yr 2 of 3	Bank transfer	£959.55

SLCC renewal	Bank transfer	£158.00
Bus shelter	Bank transfer	£65.00
Room hire April and May	Bank transfer	£40.00
ICO renewal	Card Payment	£52.00
EE Ltd	Direct Debit	£10.59
Hugo Fox	Direct Debit	£11.99
Hugo Fox emails	Direct Debit	£20.99

Cllr Shrive to authorise payments this month.

The clerk reminded councillors of their duty to spend. Next month resolve to earmark £20k for play park.

18/26. Annual Governance & Accountability Return (AGAR) Internal Audit results and signing off certificate of exception

Tino La Torre has carried out the internal audit and as here were no recommendations, signed them off.

It was **resolved** for the chair to final sign the AGAR. The clerk will submit all documentation to the external auditor PK Littlejohn

The Exercise of Public Rights will commence on Wednesday 3 June and end on Tuesday 14 July 2026. This notice will be put on the website and Notice Board.

19/26. Items for consideration at next meeting

Phone Box

Police and community

NNC Rural Forum – Susan Evans

Communication strategy

High Street play equipment

20/26. To resolve to close the meeting to the public and press to discuss staffing matters

The committee **resolved** to close the meeting to the public and press due to the confidential nature of the business to be transacted. This resolution was made in accordance with Section 1(2) of the public Bodies (Admission to Meetings Act 1960)

21/26. Date of next meeting and other matters the chair considers to be urgent.

The next meeting will be on Thursday 18th June 2026

The meeting was closed at 8:12pm

Signed:

Dated: