

CULWORTH PARISH COUNCIL

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

Agenda for the Annual General Meeting of Culworth Parish Council To be held at 7pm on Thursday 7th May 2026 in the Culworth Village Hall

Welcome to members and public.

1. **Apologies** received and acceptance
2. **Annual General Meeting business**
 - 2.1 Election of Chair and acceptance of office form
 - 2.2 Election of vice-Chair and acceptance of office form
 - 2.3 Reapproval of committee/working group structure – Finance, Planning etc including chairs
 - 2.4 Reappointments to outside bodies - VHT, Police, Tree warden and any other to be moved
3. **Councillor declarations of interest & dispensations** in the following agenda items
4. **Receive, comment on and approve minutes** of the meeting held on **9th April 2026** as an accurate record of the Parish Council official acts and decisions - **All**
5. **Matters Arising** from previous Parish Council minutes (action items)
 - 5.1 Procurement for Hill Field building – process to be followed – **Clerk/All**
 - 5.2 Granite Setts – **CW**
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**
 - 6.5.1 Motion to grant authority for the Clerk to authorise the application for planning permission by CHFT for the Village Hall Trust site and for the Hill Field site
 - 6.5.2 Motion to grant authority for Clerk and Chair to begin the process of applying for the Public Works Loan to fund the construction of the new community facility
- 7 **New agenda items**
 - 7.1 Culworth school – consultation on integration with East Midlands Academy Trust - **All**
 - 7.2 Comments on Annual Parish Meeting note before distribution – **All**
 - 7.3 WNC New road safety strategy feedback – **All**
 - 7.4 National allotment survey – nominated person to complete.
8. **Finance and governance**
 - 8.1 Discussion and approval of Finance and Management Risk Assessment for 2026-27
 - 8.2 Review and approval of Council system of internal control (Standing Orders, Financial Regulations and Policies)
 - 8.3 Comments from Internal Auditor, draft AGAR form – discussion of actions to be taken (to be approved at June meeting)
 - 8.4 Terms of reference of planning committee – if required
 - 8.5 Privacy policy requirement
 - 8.6 Motion to delegate authority to the Clerk / RFO and Chair to authorise payments under the agreed budget for that type of expenditure as per the revised Financial Regulations

(proposed above) section 6.15 up to £500 (alone) or £1,000 (with the consent of the Chair). Payments will continue to require 2 other UNITY signatories for approval and be notified on the next meeting agenda.

Standing items – finance and governance

8.11 Accounting/budget position review 2026/27

8.12 Review and approve cash reserves statement as at year end

8.13 Financial check and bank reconciliation (every quarter Apr, Jul, Oct, Jan)

8.14 Payments review and approval (as necessary) (**Appendix A**)

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

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

None received.

11. **Items for the next Parish Council agenda**

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

Next meeting: **11 June 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 30 April 2026

Appendix A – Payments for approval / noting

TO BE PAID

01-Apr-26 Cartwright Landscaping 47158 Mowing and strimming Mowing / Trees - S96 Highways 80	(172.80)
01-Apr-26 Cuttlefish 2827 Domain renewal and email Local Govt Info Newsletters - S142 LG Act 1972	(132.00)
12-Apr-26 Roger Smith 951 Mowing and strimming Churchyards & Burial Grounds – S215 LG Act 1972	(50.00)
12-Apr-26 Roger Smith 951 Mowing and strimming Play Park Support – S164 Public Health Act 1875	(40.00)
14-Apr-26 Texprep 27881 Newsletter printing Local Govt Info Newsletters - S142 LG Act 1972	(27.50)

NOTIFIED AS PAID

30-Dec-99 Valda Electricity bill (DD) Lighting – S301 Highways 80	(179.27)
05-Apr-26 Coltman Forestry 60 Tree works Mowing / Trees - S96 Highways 80	(950.00)
13-Apr-26 Peter Coville various HM Land registry document downloads Admin includes NCALC & Audit & subscriptions	(56.00)
15-Apr-26 Signomatic 2435169 Signs Signs – S72 Road Traffic Regulation Act 1984	(91.18)

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

Appendix B – Communications received by Councillors

2 Apr	WNC: FW: Community Transport
2 Apr	WNC: New Crisis & Resilience Fund (CRF) now live
8 Apr	WNC: Northampton puts forward bold bid to become UK Town of Culture 2028
8 Apr	CommMiniBus: Replacement bus services in West Northants - progress update
14 Apr	WNC: TTRO(26/27) W069 - Welsh Road, Culworth closure July 2026
14 Apr	WNC: <u>Provide Feedback – West Northamptonshire Road Safety Strategy</u>
24 Apr	WNC: Town & Parish Briefing - edition 45
27 Apr	WNC: Residents to help shape the next generation of events in West Northants
27 Apr	WNC: plan to bring three-weekly black bin waste collections to WNorthants
27 Apr 2028	WNC: Council to consider bringing waste and recycling services in-house from 2028
28 Apr	Parish Online Newsletter #66
28 Apr	National Allotment Survey