

Warkton Parish Council



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Website: <https://warktonparishcouncil.org.uk>

Annual Parish Council meeting held on Friday 1st May 2026 at 7:00pm at **Warkton Village Hall, Church Street, Warkton, Kettering NN16 9XH.**

Councillors Present: Chair M Cullinane, Cllr R McCormick, Cllr V Lamb and Cllr C Issitt.

In attendance Megan Ellis (Clerk), NNC Cllr Brendon Lovell-Moore and 1 parishioner

MINUTES

Annual Parish Council Meeting

26/020	Election of Chair: <ul style="list-style-type: none">Chair Cullinane advised that she is happy to continue as Chair, decision seconded by Cllr McCormick; Cllr Issitt and Cllr Lamb were in favour.
26/021	Present 'Declaration Acceptance of Office' form for signature: <ul style="list-style-type: none">Signed by Chair Cullinane and counter signed by the Clerk in the meeting.
26/022	Election of Vice Chair: <ul style="list-style-type: none">Cllr Issitt advised that he is happy to take on the role of Vice Chair. Chair Cullinane seconded and Cllrs McCormick and Lamb were in favour.
26/023	Present 'Declaration Acceptance of Office' form for signature: <ul style="list-style-type: none">Signed by Cllr Issitt and counter signed by the Clerk in the meeting.
26/024	To receive and approve apologies for absence: <ul style="list-style-type: none">None received.
26/025	Adoption of Policies: <p>The following policies were approved in the meeting:</p> <ul style="list-style-type: none">Standing OrdersFinancial RegulationsCode of Conduct <p>Clerk to send out a current Risk Assessment template to all Councillors. Action: Clerk.</p>

Approval Signature:

Date:

Full Parish Council Meeting

26/026	Apologies: <ul style="list-style-type: none"> • None
26/027	Public to address the council: <ul style="list-style-type: none"> • A parishioner questioned whether there would be an annual parish meeting (including reports from other village groups). The Parish Council decided there was no requirement for this. If any specific updates are required, these can be requested by the Parish Council. • A question was raised regarding the recent public 'no access' notices at Boughton Estates. Chair Cullinane explained that discussions are still in place and no response has been received yet. • NNC Cllr Brendon Lovell-Moore discussed the proposed speed limit change by the Warkton bridge. He would like to see the 30mph limit extended closer to Kettering. • A discussion was held regarding making Warkton bridge more visible to motorists. Colleagues from the Highways department are coming over to the village on the 27th of May, this will be discussed then.
26/028	Approval of previous minutes: <ul style="list-style-type: none"> • All Councillors were happy for the minutes from the 9th of January and the 6th of March to be signed by Chair Cullinane inside of the meeting.
26/029	Declarations of interest: <ul style="list-style-type: none"> • Cllr Lamb made declarations of interest for the following items: <ul style="list-style-type: none"> - The Chestnut tree as there is family involvement. - Access around Boughton Estate as Cllr Lamb owns land leading to the estate. - 15 Warkton (Planning application) as this property is owned by a family member.
26/030	Councillor Vacancy: <ul style="list-style-type: none"> • Cllr Merrington has resigned from her role as councillor so there is now a vacancy. • Clerk to contact NNC elections team with Cllr Merringtons' resignation details so a notice of vacancy is created. Action: Clerk.
26/031	2025/2026 Audit update: <ul style="list-style-type: none"> • Nigel Searle can complete our internal audit for the previous financial year 2025/2026. • The following adjustments have been made to the asset register: <ul style="list-style-type: none"> - Community speed watch device has been added. - Defibrillator infant pads to be combined with other defibrillator costs. - Trees to be removed from the asset register. • No external audit required. Audit information needs to be submitted to PFK by the end of June. Action: Chair Cullinane and Clerk.
26/032	Actions outstanding: <u>First Aid Training:</u>

Initials:

- There were a small number of attendees, and the training was very good. The trainers checked the defibrillator and noticed the bandage kit in the bleed kit needs to be replaced.

Fly tipping, Potholes, grit bins & signage:

- The above items are not the parish councils' responsibility to report. Every member of the public can report issues themselves. Cllr Lovell-Moore has offered to write an informative notice which can be added onto the website and into noticeboards. **Action: Cllr Lovell-Moore.**
- Cllr Lovell-Moore to ask if Kettering will have a Fix my Street app. **Action: Cllr Lovell-Moore.**

Tree on the green:

- Cllr McCormick received an e-mail from the Tree Surgeon after meeting with the Council, the Council did not want the height of the tree reduced but is happy for the tree to be reshaped.
- The Tree Surgeon has suggested resubmitting the planning application without any height reduction. Work on the tree will likely not begin until the autumn time.

Drones:

- Chair Cullinane has reached out to the gentleman flying the drones to request that he stops flying them over the village.
- Cllr McCormick asked the gentleman to remove footage posted on social media and his response was quite rude.
- Chair Cullinane contacted YouTube with timings that her property is shown on the drone video, no response received yet.
- Cllr Lovell-Moore to check with Executive Councillors if there are any restrictions in place/how to enforce restrictions regarding drone flying and footage. **Action: Cllr Lovell-Moore.**

Community speed watch device:

- The speed watch device has now arrived, a few volunteers previously offered to help, Chair Cullinane will check if circumstances have changed. There are 2 designated locations for the for the speed watch device.

Police Liaison representative:

- The Clerk will continue to take on this role.

HGVs:

- There is still a high volume of HGVs driving through the village.
- Highways have advised that residents should note down the registrations of the HGVs and report them directly to the Police.
- The HGVs can be recorded on the speed watch device.

Replacement of the sign at Warkton Lane:

Initials:

- The above will be discussed with Highways on the 27th of May. The metal pole of the sign is very flimsy and needs replacing.

Drains:

- The drains in the village are now cleared.

Boughton Estates:

- The village hedges have now been trimmed and are looking to complete more work later in the year.
- The Parish Council are waiting for an update regarding the signage that has previously been discussed. The access signs have been placed to prevent dog fouling and sheep attacks.

Replacement of the Conference Pear Tree:

- The new tree in the village orchard is growing well. It will need to be watered in the warmer weather.

Grass cutting:

- Will Addington commenced the grass cutting in April and the area looks a lot tidier.

Running Water:

- There has been running water down the road between numbers 3,4,5,6 and opposite number 47. Chair Cullinane has reported this issue to Highways who have scheduled for remedial work to commence on the 7th of July.

Verges:

- The Parish Council previously agreed that Will Addington would repair the verges that were damaged after the stone wall had been repaired. Highways will look at this on the 27th of May.


Solar Speed Device:

- This item will be discussed with Highways on the 27th of May.

Fedwells Farm:

- This land is empty and owned by Boughton Estate.
- During the Easter bank holiday, there was a break in at the farm and teenagers started a fire on the land. Chair Cullinane dialled 101 and was advised to call 999. There was another fire started a couple of days later. Officer Norbert is aware.
- Cllr McCormick has spotted 3 motorbikes at Fedwells farm and advised the motorists to use the road. These motorists have been spotted multiple times. Josh from Boughton Estates has sent drones up to check for them. The motorists have been reported to the Police.
- There are still dog walkers walking around the farm.
- Chair Cullinane has e-mailed Sam to advise these issues have been reported.
- All windows have been broken downstairs and have been boarded up.
- The village would like to know what Boughton Estates plans to do with Fedwells Farm.

Initials:

	<ul style="list-style-type: none"> • Cllr Lovell-Moore will make the connection for Warkton Parish Council with the Safer Communities team for further advice. Action: Cllr Lovell-Moore. <p><u>Church wall repair:</u></p> <ul style="list-style-type: none"> • Some of the stones on the church wall are crumbling. Susan has requested for a replacement. The work will commence once the weather warms.  <ul style="list-style-type: none"> • The above QR code can be used to quickly enter highways defects direct with NNC.
26/033	<p>Correspondence:</p> <ul style="list-style-type: none"> • The Parish Council has received a complaint regarding the Chestnut tree. The complaint has been made due to this item not being discussed/minuted in a previous meeting. The complainant has received a response. • Meeting minutes from the March planning meeting were requested. To reiterate the meeting process: The Parish Council meeting takes place, the draft minutes are circulated to the attendees of the meeting, the draft minutes are then circulated on the website and in the notice boards and then are approved at the next Parish Council meeting. • Concerns have been raised regarding the communication from the NNC planning team. There had been no communication given to residents/put on notice boards for the planning application at 15 Warkton. NNC have now updated the Clerks e-mail address for all planning correspondence. • Road closure details have been added onto the Parish Council website. 26th May (in front of the church) and 27th – 29th May. • The precept for 26/27 was not increased by the parish council, however, Council tax bills show a 1.6% increase for the precept. This was questioned with NNC and Pina responded to confirm that this figure is correct as less properties are occupied in the village.
26/034	<p>Planning:</p> <ul style="list-style-type: none"> • No further planning updates.
26/035	<p>Adoption of policies:</p> <ul style="list-style-type: none"> • Complaints Policy: The e-mail address for the Clerk has been updated.

Initials:

	<ul style="list-style-type: none"> Equality and Diversity Policy: This was adopted and approved in the meeting. Cllr McCormick to add this new policy onto the website. Action: Cllr McCormick.
26/036	<p>Payments:</p> <ul style="list-style-type: none"> Payments that have been made and received since Januarys' meeting are listed below. <p><u>Payments that require approval:</u></p> <ul style="list-style-type: none"> - Will Addington for April grass cutting £45 - First half of the year for PAYE and payslips £150 - Pre-approval for the website costs (cost of up to £50) - Nigel Searle for 25/26 internal audit £50
26/037	<p>Bank balance:</p> <ul style="list-style-type: none"> The bank balance as of 31/04/2026 is £11,842.23 The Jubilee Orchard fund now totals £388.12 since the Conference Pear tree has been purchased.
26/038	<p>Next agenda:</p> <ul style="list-style-type: none"> 25/26 Audit Co-option Risk Management policy
26/039	<p>2026/2027 meeting dates:</p> <ul style="list-style-type: none"> 7th August 2026 13th November 2026 22nd January 2027 7th May 2027 <p>Meeting closed at 8.24pm.</p>

New Actions This Meeting:

Item	Action	Who
26/025	Clerk to send out a current Risk Assessment template to all Councillors.	Clerk
26/030	Clerk to contact NNC elections team with Cllr Merringtons' resignation details so a notice of vacancy is created.	Clerk
26/031	Audit information to be submitted to PFK by the end of June.	Chair Cullinane/Clerk
26/032	Cllr Brendon Lovell-Moore to write an informative notice which can be added onto the website and into	Cllr Lovell-Moore

Initials:

Item	Action	Who
	noticeboards.	
26/032	CLlr Lovell-Moore to ask if Kettering will have a Fix my Street app.	CLlr Lovell-Moore
26/032	CLlr Lovell-Moore to check with Executive Councillors if there are any restrictions in place/how to enforce restrictions regarding drone flying and footage.	CLlr Lovell-Moore
26/032	CLlr Lovell-Moore to make the connection between Warkton Parish Council and the Safer Communities team for further advice.	CLlr Lovell-Moore
26/035	CLlr McCormick to add the new Equality and Diversity policy onto the parish website.	CLlr McCormick

Payments Since Wednesday 7th January 2026

Date	Payee	Description	Amount
07-Jan-26	CLlr McCormick	Website	£10.79
26-Jan-26	ICO	Protection fee	£36.00
27-Jan-26	Meg Ellis - Clerk	January 2026 Salary	£136.90
31-Jan-26	Service Charge		£6.00
18-Feb-26	Orchard Tree	Conference Pear Tree	£219.00
18-Feb-26	Will Addington	Grass cutting	£90.00
27-Feb-26	Meg Ellis - Clerk	February 2026 Salary	£136.90
28-Feb-26	Service Charge		£6.00
05-Mar-26	M Issitt	6 months - PAYE	£150.00
27-Mar-26	Meg Ellis - Clerk	Quarterly Laptop	£60.00
27-Mar-26	Meg Ellis - Clerk	March 2026 Salary	£136.90
31-Mar-26	Service Charge		£7.00
07-Apr-26	Parish Online	Gov.uk e-mail addresses	£192.00
07-Apr-26	NCALC	Annual subscription	£126.26
07-Apr-26	CSW Equipment		£150.00
07-Apr-26		Defibrillator pads	£102.00
07-Apr-26	Will Addington	Tree planting	£160.00

Initials:

Date	Payee	Description	Amount
27-Apr-26	Meg Ellis - Clerk	April 2026 Salary	£136.90
30-Apr-26	Service Charge		£7.00

Income Since Wednesday 7th January 2026

Date	Payer	Description	Amount
21-Apr-26	NNC	Precept	£4,990.00
21-Apr-26	Warkton Village Hall	Defibrillator pads	£102.00

Initials: