

# HARPOLE PARISH COUNCIL



**Chairman** – Mr F Smethers

**Clerk** – Sally Willis

<http://www.harpole-pc.gov.uk>

E-mail: [clerk@harpole-pc.gov.uk](mailto:clerk@harpole-pc.gov.uk)

Members of the committee (Cllrs Bess, Gibbins, Haynes, Philips, Smethers, Taylor) are summoned to attend a meeting of the Planning, Highways and Infrastructure Committee to be held at the Methodist Chapel, School Lane, Harpole on **Monday 24<sup>th</sup> November** at 7.00pm for the purpose of transacting the following business.

Signed:

*S Willis*

Clerk & Proper Officer to Harpole Parish Council

Date: 18<sup>th</sup> November 2025

Members of the press and public are welcome to attend.

## AGENDA

**210/25 APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence.

**211/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillors are invited to make any declarations in relation to items on the agenda.

**212/25 PUBLIC PARTICIPATION**

Members of the public are invited to address the Committee.

**213/25 MINUTES**

To receive and approve the minutes of Planning, Highways and Infrastructure Committee Meeting held on 27<sup>th</sup> October 2025.

**214/25 PLANNING**

To consider and approve a response to planning applications:

- a) [2025/4445/FUL](#) - Change of use and modest extension of redundant farm buildings to a dwelling house, creation of courtyard garden and ancillary domestic space – Road Hill Farm, Upper High Street
- b) [2025/4387/LBC](#) - Listed building consent for 4 no. windows (retrospective) – Harpole Hall, 7 Glassthorpe Lane

**215/25 HIGHWAYS & FOOTPATHS**

- a) To consider and recommend to Full council purchase of Speed Indicator Devices
- b) To receive an update on outstanding issues

**216/25 ALLOTMENTS**

- a) To receive updates for information only

**217/25 STREET FURNITURE**

- a) To receive updates on outstanding items

## **HARPOLE PARISH COUNCIL**

### **218/25 CHURCH**

- a) To consider request from Church to fund rebuilding of retaining wall
- b) Update on burial ground

### **219/25 ITEMS FOR NEXT AGENDA**

#### **DATE OF NEXT MEETING**

The next meeting is scheduled for Monday 26<sup>th</sup> January 2026



**Chairman** – Mr F Smethers

**Clerk** – Mrs S Willis

[www.harpole-pc.gov.uk](http://www.harpole-pc.gov.uk)

E-mail: [clerk@harpole-pc.gov.uk](mailto:clerk@harpole-pc.gov.uk)

Minutes of the Planning, Highways and Infrastructure Committee meeting held on 27<sup>th</sup> October 2025, in the Methodist Chapel, School Lane at 7.00pm.

Present – Cllrs F Smethers (chair), N Bess, J Gibbins, I Haynes

Also present – Clerk, Clement Nnadozie,

Meeting Start: 7pm

**173/25 TO ELECT A CHAIR**

Due to Cllr Gardner resigning from the committee there was no chair, as Vice chair Cllr Bess opened the meeting. It was proposed and approved that Cllr Smethers is chair. Cllr Smethers took the chair.

**174/25 TO ELECT A VICE CHAIR**

It was proposed and approved that Cllr Bess is Vice Chair

**175/25 APOLOGIES FOR ABSENCE.**

Apologies were approved for Councillor Taylor. Cllr Phillips was not present. It was noted that Cllr Callaghan had resigned from the council and the process for filling the vacancy was explained.

**176/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Cllr Gibbins advised he has an allotment plot

**177/25 PUBLIC PARTICIPATION**

There were no members of public present.

**178/25 MINUTES**

Councillors **APPROVED** the minutes of Planning, Highways & Infrastructure Committee Meeting held on 29<sup>th</sup> September 2025.

**179/25 PLANNING**

Councillors were unable to view documents relating to application 2025/3919/ADV – Royal Mail Building and site signage as they were not online. Clerk to advise WNC.

**180/25 EMERGENCY PLANNING**

Update was given regarding a meeting with Emergency Planning Team at West Northants Council. They have a new program which the council can join to help with community resilience. This involves help with producing our emergency plan and training flood wardens. Clerk to advertise for flood wardens online and in the newsletter. Ideally there will be 2 to cover the parish. There are items in the S19 that need updating as residents that were flooded have advised that there are inaccuracies. There are also actions on WNC that need to be followed up.

**181/25 HIGHWAYS AND FOOTPATHS**

- a) There had been a request for double yellow lines on the corner of Carrs Way and Manor Close due to inconsiderate parking by parents using the nursery. Clerk to contact the nursery asking if they can remind parents to park responsibly. Clerk also to make application for double yellow lines, though this could take some time to be approved at Highways.
- b) 140 residents had responded to the pedestrian safety survey with a fairly even split across the village and Western Gate. Most questions had a fairly even split between people agreeing or disagreeing with statements so there was no stand out issue from the main questions. However, from the comments it was clear that the main concern is safe accessibility between the village and the newer areas. Part of planning for Norwood Farm SUE is that pedestrian access will be via open space off Larkhall Lane. This should be complete by 900 homes and as there are now approximately 600 the parish council are pushing for these works to start.  
There was also an issue about speeding cars and enforcement. It was proposed that the clerk look to more Vehicle Activated signs that can be used on Sandy Lane and other parts of the village.  
Crossing at the school also a consideration. As it stands Highways say that there is no suitable place due to driveways and access points, or there would be a crossing to a ditch. Council to consider employing a consultant to give an idea of whether it is possible to culvert and put path in between entrance and exit to playing fields and associated costing. This project to be added to CIL listing.

**182/25 ALLOTMENTS**

- a) New Tenancy Agreement was approved, this to be sent out with Invoices in December and to come into effect with new allotment year in January.
- b) There are 9 people who have given up plots and not returned keys. It was proposed that councillors could knock on doors to ask for keys back. There was a discussion about upping the deposit or asking for a general deposit which may or may not be returned depending on the quality of the plot when returned to the council. This to be added to the next agenda.
- c) Legislation states that increases need 12 months notice. Cost of plots was considered. Plots will be £35 each in 2026, it was proposed to recommend to council that this increases to £45 in 2027. Cllr Gibbins did not take part in the discussion or vote as a plot holder.

**183/25 STREET FURNITURE**

There is a light on Manor Close that is on all the time. The light maintenance contractor has gone into administration. Clerk is obtaining quotes from other companies so council can approve a preferred supplier.

**184/25 BUDGET**

The committee considered items they may wish to add to the 2026-27 budget. VAS, benches and consultants were discussed, though some of these could be taken from CIL.



**185/25 CHURCH**

There is no update on Burial Ground. However the church is investigating an area that could be cleared to allow more ash internments.

**186/25 ITEMS FOR THE NEXT AGENDA**

No other items to add at this time.

Meeting closed 9.05pm

**DATE OF NEXT MEETING.**

The next meeting is scheduled for Monday 24<sup>th</sup> November at 7pm


Signed

DRAFT

**Fwd: Churchyard wall**

---

**From** Allan Leroy <allanleroy1@gmail.com>  
**Date** Mon 2025-11-10 12:08  
**To** Sally Willis <clerk@harpole-pc.gov.uk>  
**Cc** Roger Fountain <rogerfountain24@gmail.com>

 3 attachments (412 KB)

Tom Garlick 1.pdf; Tom Garlick 2.pdf; Golding and Walker quote.pdf;

Dear Sally,

These photographs show some deterioration in the retaining wall in the north-west corner of the churchyard. I am keen to have this repaired before the situation becomes worse and have obtained some quotations for the work to be done. These are attached below.

Tom Garlick has given two figures: one to rebuild and one to repair. Golding and Walker have just quoted to repair.

I should be grateful if the Parish Council would consider funding one of these proposals.

With kind regards,

Allan

Begin forwarded message:

**From:** Allan Leroy <allanleroy1@gmail.com>  
**Subject:** Churchyard wall  
**Date:** 10 November 2025 at 11:59:54 GMT  
**To:** Allan Leroy <allanleroy1@gmail.com>









Sent from my iPhone