

# HARPOLE PARISH COUNCIL



**Chairman** – Mr F Smethers

**Clerk** – Mrs S Willis

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

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

All members of the Council are summoned to attend the Meeting of Harpole Parish Council at Harpole Methodist Chapel, School Lane, Harpole on **Monday 9<sup>th</sup> February 2026 at 7pm** for the purpose of transacting the following business.

Members of the press and public are welcome to attend.

Signed:

*Sally Willis*

Clerk & Proper Officer to Harpole Parish Council

Date: 2<sup>nd</sup> February 2026

## **AGENDA**

### **258/25 APOLOGIES FOR ABSENCE**

### **259/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare that interest and withdraw from the debate or the meeting as appropriate.

### **260/25 REPORTS FROM UNITARY COUNCILLORS**

To welcome the Unitary Councillor(s) to the meeting and provide an opportunity for them to update members and residents on matters of interest.

### **261/25 PUBLIC PARTICIPATION**

Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with contributions lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting.

### **262/25 COUNCIL MINUTES**

To receive and approve the minutes of Council Meeting dated 12<sup>th</sup> January 2026

### **263/25 COMMITTEE MINUTES**

To receive the minutes of the Planning, Highways and Infrastructure Committee held on 26<sup>th</sup> January 2026.

### **264/25 QUESTIONS FOR CHAIRMAN RELATING TO RECEIVED MINUTES**

### **265/25 RECOMMENDATIONS**

- a) To consider and approve recommendation that the council further investigate a footpath and crossing on Larkhall Lane between the School and the Playing Fields Car Park and this is added to the CIL project list
- b) To consider and approve recommendation to investigate how the council can put in an expression of interest into WNC with regards to Country Park on Norwood Farm SUE

# HARPOLE PARISH COUNCIL

## **266/25 MEETINGS**

- a) To consider and approve meetings dates for 2026/27 including a date for the annual parish meeting

## **267/25 PCSO**

- a) To consider and approve contract for sponsored PCSO scheme and to approve signatories of the contract.
- b) To consider and approve representatives of the council for update meetings with PCSO

## **268/25 WEBSITE**

To consider and approve updates proposed to the Parish Council Website

## **269/25 PLANNING**

- a) To consider and approve street names for Davidsons Development
- b) To consider and approve any priorities for planning enforcement

## **270/25 FINANCE**

- a) To consider and approve payments for February
- b) To receive budget to end of January
- c) To consider and approve adding Jessica Dunk to the bank mandate

## **271/25 ITEMS FOR NEXT AGENDA**

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

**Next meeting is scheduled for Monday 9<sup>th</sup> March 2026 at 7pm**



**Chairman** – Mr F Smethers

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Minutes of the Council meeting held on Monday 12<sup>th</sup> January 2026, in the Methodist Chapel at 7pm.

Present – Cllrs F Smethers (Chair), N Bess, J Gibbins, B Hancy, I Haynes, S Roberts, D Starmer,  
Also present – Clerk, WNC Cllr Bignell (part), 2 representatives from Davidsons Homes and  
1 member of public

Meeting start: 7pm

**233/25 APOLOGIES FOR ABSENCE.**

Apologies approved for Cllrs Wallace, Philips, Taylor and Garnder. Cllr Madle was not present.

**234/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

None

**235/25 REPORTS FROM UNITARY COUNCILLORS**

Cllr Bignell advised of Local Plan which will go to consultation soon. It needs to be completed by December 2026. He was asked if this links into the new NPPF. It should take the proposed changes into account. Target is for 40% of new homes to be “affordable”.

WNC budget is being discussed at council next week and will go to consultation after that. He has been campaigning to get the crossroads at Sandy Lane Relief Road to have better signage following reports of people driving the wrong way on the dual carriageway. Cllr Bignell leaves.

**236/25 PUBLIC PARTICIPATION**

2 representatives from Davidsons introduced themselves and a summary of where we are with the application was given. They would like to reflect our wishes of transfer of open space. Concern of the long closure of Nobottle Road was discussed.

Cllr Bess Joins the meeting

These roadworks are under a separate planning application to the housing development. Davidsons are happy to enter an obligation to transfer Public Open Space to Harpole Parish Council with a commuted sum for 10 years. This would reduce affordable housing provision from 14.4% to 10%, but 35% of first 100 will be affordable.

There has been no change from the original application and they await the officers recommendation, but believe that things have moved forward to allow the parish council to take on the open space.

The potential of a footpath on Road Hill has been investigated but there are physical and safety constraints and Highways technical appraisal advised that they council it was unlikely they would adopt it.

There was a discussion about BNG. Whilst the site is not obligated to follow the 10% of recent law there is an uplift that will be part of the site that will need to be monitored for 30 years. This is purely for the benefit of the site and not to be used as a bank for other sites.

Representatives leave.

**237/25 COUNCIL MINUTES**

Minutes of Full Council Meeting of 10<sup>th</sup> November 2025 was approved and signed.

**238/25 COMMITTEE MINUTES**

Minutes of Planning, Highways and Infrastructure Committee of 24<sup>th</sup> November and Strategy, Finance and Policy Committee of 5<sup>th</sup> January were received.

**239/25 QUESTIONS FOR CHAIRMAN RELATED TO RECEIVED MINUTES**

There were no questions

**240/25 CO-OPTION**

Following the resignation of Mo Callaghan the process for a casual vacancy was followed. WNC advised we could co-opt in December. Clement Nnadozie was the only applicant. It was proposed he is Co-opted to the council. He signed the Declaration of Office.

**241/25 RECOMMENDATIONS**

- a) It was proposed that 2 Vehicle Activated Signs are ordered for £4499 + VAT and a post installed on Sandy Lane as per the licence. CIL funds to be used.
- b) Staffing committee had interviewed and recommended Jessica Dunkley be offered the part time position of Parish Administrator. This was approved. It was proposed that the clerk can purchase equipment needed for a new employee.

**242/25 PLANNING**

Following discussions in public time it was acknowledged that the officer has advised that there will be 2 options offered to the planning committee with regards to planning application 2025/0672/MAO. The first option as per the September meeting, with open space being passed to a management company and 14.4% affordable housing, and a second option offering the open space to the parish council with a commuted sum. There is no policy on transfer of open space at WNC, although the Parish Council has a policy that we will take open space on new developments.

It was agreed that the council accept the 10 year commuted sum of approximately £820k. Once the officers report is available, committee councillors to be contacted to clarify the wishes of the parish council, sending copies of letters from Davidsons and the MP. 1 Unitary councillor is on the committee, but other to be approached to see if they are able to support also.

**243/25 PCSO**

Harpole Parish Council have been invited to join a sponsored PCSO scheme with Bugbrooke and Nether Heyford on an equal split. This would cost the council £16,500. Pros and cons were discussed. It was proposed that the council enter an agreement and assess after 12 – 18 months.

**244/25 FINANCE**

- a) After discussion on the figures it was proposed that the budget for 2026/27 is set at £199,920.
- b) As there is very little income, it was proposed that the precept for 2026/26 is set at £199,920.

**245/25 FLOOD WARDENS**

Following an appeal for flood wardens 2 people in the village have volunteered. It was proposed that Hannah Cooper and Mark Payne are Flood Wardens for Harpole. Training is to be given by WNC.

**246/25 TEMS FOR NEXT AGENDA**

No items at this time.

Meeting closed 9pm  
Signed

Date



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Minutes of the Planning, Highways and Infrastructure Committee meeting held on 26<sup>th</sup> January 2026, in the Methodist Chapel, School Lane at 7.00pm.

Present – Cllrs F Smethers (chair), J Gibbins, S Philips, G Taylor

Also present – Clerk, Clement Nnadozie,

Meeting Start: 7pm

**247/25 APOLOGIES FOR ABSENCE.**

Apologies accepted for Cllrs Hayes and Bess

**248/25 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.**

Cllr Gibbins advised he has an allotment plot

**249/25 PUBLIC PARTICIPATION**

There were no members of public present.

**250/25 MINUTES**

Councillors **APPROVED** the minutes of Planning, Highways & Infrastructure Committee Meeting held on 24<sup>th</sup> November 2025.

**251/25 PLANNING**

- a) There were no objections to planning application 2026/022/LBC – Replace three existing timber windows (two on the ground floor and one on the first floor) of the property – 5 Larkhall Lane

**252/25 HIGHWAYS AND FOOTPATHS**

- a) 2 quotes had been received for removal of the tree. It was proposed to contract Bear Valley Timber.
- b) There had been concern at bend on Upper High Street as parked cars mean there may be cars on the wrong side of the road on a bend. Highways have suggested that the only option is for a sharp bend sign or waiting restrictions. They couldn't advise of potential hazard as it is not a permanent hazard. It was thought that waiting restrictions would cause issues elsewhere. Clerk to investigate sharp bend signs further.
- c) Following the snow and ice earlier this month residents on Western Gate were asking about Grit bins. Clerk to apply to WNC for grit bin at entrance to Western Gate. Others to be considered by Parish Council at a later date.
- d) Clerk met with Highways regarding building a footpath between the entrance and exit of the Playing fields and a crossing to the school. This is possible and would cost about £150,000. There was a discussion about whether the crossing would be needed. It was proposed that it is recommended to Full Council that this is added to the CIL project list and investigated further.



- e) Clerk had reported issue on bridleway on Larkhall Lane which has been resolved. There was a discussion about bridleway at Pegasus crossing being closed. Clerk to chase.

#### **253/25 ALLOTMENTS**

- a) Two tenants have been active on the allotments helping clear off unused plots to make them more attractive to new tenants. It was proposed that they can have their plots free this year as a thank you.
- b) During Covid community plots were set up. These did not really take off and since the allotment association have maintained and sublet as raised beds. The allotment association do not want to take these on any longer. Clerk to look and see how we advertise and let out the plots.
- c) There is more rubbish on site. Most from clearing of plots. Clerk to book a skip
- d) It had been proposed by a tenant that the road through the site could be tarmacked or resurfaced. It was thought that it is accessible at the moment and this is not a priority, but we could speak to the developer when they are building the new pavilion and carpark.
- e) Clerk advised she had received a couple of comments regarding the proposed increases for 2027.

#### **254/25 STREET FURNITURE**

Clerk advised dog bin have arrived and that she had walked Western Gate with the village maintenance man and locations have been agreed. These will be installed when the weather is better for cementing in the posts. VAS have also arrived. Clerk to contact Cllr Madle about installation in the village. Post for Sandy Lane has been ordered and confirmation from WNC is being awaited. Clerk to produce a short list of benches that could be purchased as a roll out plan to replace benches around the village.

#### **255/25 CHURCH**

- a) Church have an area of the churchyard that they think is suitable for ash interments but needs some work. The maintenance contractor has been asked to quote. Clerk to confirm what works have been quoted for and to get another quote. It was proposed that the Parish Council would match fund the project 50/50 with the Church.
- b) No further updates on new burial ground, but this is something that should be added to a wish list for S106 on any future development in the village.

#### **256/25 COMMUNITY**

St Johns Ambulance have offered free defibrillator training in the village. It was proposed to support this and to work with them to provide an event or 2 for the parish.

#### **257/25 ITEMS FOR NEXT AGENDA**

No items at this time

Meeting closed 8.45pm



**DATE OF NEXT MEETING.**

The next meeting is scheduled for Monday 23<sup>rd</sup> February 2026 at 7pm

Signed

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# Harpole Parish Council Meetings 2026-27

Location – Methodist Chapel  
All Meetings are open to Press and Public.

	<b>Full Ordinary Meetings of Parish Council. Start at 19.00</b>	<b>Strategy, Finance &amp; Policy Committee Start at 19.00</b>	<b>Planning, Highways &amp; Infrastructure Committee Start at 19.00</b>
May	Monday 11 <sup>th</sup>	Tuesday 5 <sup>th</sup> (Mon is BH)	Tuesday 26 <sup>th</sup> (Mon is BH)
June	Monday 8 <sup>th</sup>		Monday 29 <sup>th</sup>
July	Monday 13 <sup>th</sup>	Monday 6 <sup>th</sup>	Monday 27 <sup>th</sup>
August	No meeting	No Meeting	No Meeting
September	Monday 14 <sup>th</sup>	Monday 7 <sup>th</sup>	Monday 28 <sup>th</sup>
October	Monday 12 <sup>th</sup>		Monday 26 <sup>th</sup>
November	Monday 9 <sup>th</sup>	Monday 2 <sup>nd</sup>	Monday 30 <sup>th</sup>
December	No Meeting	No Meeting	No Meeting
Jan 2026	Monday 11 <sup>th</sup>	Monday 4 <sup>th</sup>	Monday 25 <sup>th</sup>
February	Monday 8 <sup>th</sup>		Monday 22 <sup>nd</sup>
March	Monday 8 <sup>th</sup>	Monday 1 <sup>st</sup>	Mon 29 <sup>th</sup>
April	Monday 12 <sup>th</sup>		Mon 26 <sup>th</sup>

Allotments Advisory Group and Staffing Committee meetings will take place as required and will be advertised as appropriate.

Annual Parish Meeting 14<sup>th</sup> May, 7pm at Bowls Club

# **NORTHAMPTONSHIRE POLICE**

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	Police Community Support Officer Neighbourhood Policing
<b>SCALE:</b>	4/5 plus shift enhancements as appropriate
<b>SUPERVISION AND CONTROL:</b>	Neighbourhood Sergeant
<b>PLACE OF WORK:</b>	Area based
<b>HOURS OF WORK:</b>	37

### **PURPOSE OF THE ROLE:**

To work within communities to provide an accessible and agile Neighbourhood Policing presence, undertaking highly visible uniformed patrols, and engaging with and supporting local communities.

Using local knowledge and problem-solving skills to work towards a reduction in crime and ASB in the community.

Supporting Neighbourhood Beat Managers and actively engaging with Cadets, Special Constables, and volunteers to support organisation and operational requirements.

### **MAIN RESPONSIBILITIES:**

1. To undertake uniformed patrols, exercising designated powers within legislation and in accordance with policy and procedures, taking into account human rights and diversity.
2. To undertake and organise Community Engagement events with the public and partner agencies (for example, schools and Community Safety Partnerships) demonstrating the principles of early intervention.
3. To build relationships with key stakeholders including educational establishments and hard to reach groups.
4. To use problem solving tools to work with local, national, statutory, and volunteer partner agencies to provide a coordinated approach to community issues.
5. To respond to suitable incidents as the nearest and most appropriate resource in accordance with the Force Deployment Policy.
6. To act as a witness, and to submit witness statements as appropriate. To conduct minor crime enquiries in accordance with training and the PCSO Deployment Policy.

7. To attend crime scenes as requested and undertake role suitable duties, being mindful of the need to secure and preserve evidence and maintain appropriate records.
8. Undertake follow up visits to victims of crime and Anti-Social Behaviour, provide reassurance and take proactive steps to reduce the likelihood of repeat victimisation. To complete safeguarding and/or target hardening referrals where appropriate and utilise ASB legislation as well as signposting to support and partner services which may be of benefit.
9. Complete enquiries in relation to ASB incidents, understand ASB legislation, and support investigation by taking ASB statements where appropriate.
10. Gather information and intelligence in support of local or Force wide functions, utilising appropriate Force systems to record information and intelligence, update crimes and implement any safeguarding procedures where needed. This includes monitoring, reporting, and addressing community tensions arising from local or national incidents and intelligence.
11. Participate in appropriate role related meetings (for example, parish or residents' meetings).
12. To act as a professional witness, and to take and submit witness statements as appropriate.

**NOTE:**

The job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which the post holder will be required to work. In the interests of effective working and major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and other consequential changes will be carried out in consultation with the post holder. The post holder will be also required to carry out such other duties as may be determined from time to time to be within the general scope of the post.

**CONDITIONS OF SERVICE:**

The appointment will be full time and subject to the Conditions of Service of the National Committee for Support Staff.

The annual leave entitlement is 25 days with an additional 5 days after 5 years continuous service. Part time employee's annual leave entitlement is pro-rata to full time employees.

## ESSENTIAL CRITERIA

All appointees must undertake and satisfactorily complete an initial full time training programme before they begin working on their policing area, and further ongoing training as required by the role.

1. A demonstrable commitment and understanding to serving the requirements of community policing, and to the role of Police Community Support Officer and belief in public service.
2. Demonstrate a confident communication style which can diffuse potentially challenging and confrontational situations, reflected in:
  - Proven experience of asserting authority in a balanced and appropriate manner
  - The ability to assess and interpret confusing situations.
  - The ability to present and discuss information within Northamptonshire Police and with diverse community groups and leaders.
  - High levels of emotional intelligence through excellent interpersonal skills
3. A willingness to be accessible and identifiable to the community through various types of communications, including usage of social media.
4. To have high levels of self-motivation and ability to work on your own initiative.
5. To effectively problem solve and identify issues that require intervention.
6. A willingness to champion ASB case management and Neighbourhood policing and to utilise legislative powers.
7. To be prepared to work shifts and weekends and undertake duties out of doors in all seasons and weather conditions.
8. To be flexible in relation to organisational demand, utilising knowledge, and skills to assist in other Neighbourhood areas when needed.
9. A willingness to support Special Constables, Police officers and Police Cadets, and broader Citizens in Policing.
10. To have a good level of computer skills commensurate with the level of the role.
11. Required to provide a sample for inclusion on the DNA elimination database prior to commencing the role, and to be able to undertake and pass Biometric, substance and alcohol misuse testing.
12. To perform the role in accordance with the Code of Ethics, incorporating Force Values.
13. Ability to pass a Northamptonshire Police related fitness test and deemed medically capable of performing the role.

## **DESIRABLE CRITERIA**

1. Experience of dealing with people in a public service environment
2. Some understanding of the law and criminal justice system
3. Some familiarity with police procedures
4. To hold or to be able to achieve a basic grade force driving authority.

<b>Mechanism</b>	<b>Description</b>
<b>Monthly highlight report (PCSO)</b>	An (A4) monthly report created by the PCSO with highlights of their duties for the month
<b>Monthly highlight report (Sgt)</b>	An (A4) monthly report created by the Sgt. with highlights of their duties for the month
<b>Neighbourhood Alert updates</b>	An undertaking that the sponsored PCSO will provide regular updates (min 1 per shift) via Neighbourhood Alert
<b>Quarterly contract meeting (Sgt)</b>	A formal quarterly contract meeting with the local Sgt and/or Inspector and/or OPCC
<b>Monthly copy of duties</b>	A monthly copy of the PCSO's duties taken from duty sheet
<b>Attendance at Town / Borough / Parish Council Meetings</b>	Give update on activity in the area

**RE: Street names**

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**From** Bursar of Harpole Primary School <bursar@harpole.northants-ecl.gov.uk>

**Date** Fri 2026-01-23 10:52

**To** Sally Willis <clerk@harpole-pc.gov.uk>

Good morning Sally,

Thanks for your email and I hope you are well.

I understand all classes have been asked.

Here are the suggestions from our year 5 class:

Greenleaf Grove,  
Olive Avenue,  
Cherry Lane,  
Bee Crescent  
Honeycomb Lane,  
Leather Drive  
Armitage Way,  
Tull Avenue,  
Leather Grove,  
Pride Lane,  
Centurion Way  
Berry Street,  
Shoelace Lane,  
Paddington Way  
Fern Avenue  
Solar Way,  
Clover Way  
Hedgehog Road  
Farmers Way  
Oakfield Lane  
Bull Lane

I will forward on any other suggestions received by the end of this month.

Kind regards,

**Sarah Sturdy**  
**School Business Manager**  
**01604 830072**



## **Potential Breaches of S106 on Norwood Farm.**

This report was produced w/c 1<sup>st</sup> December 2025, Harpole Parish Council believe there are approximately 600 occupations at this date.

**Planning application S/2016/1324/EiA** Hybrid planning application seeking both full and outline planning permission for: Part A: **Outline planning permission for a sustainable urban extension comprising: Up to 1,900 dwellings (use class C3); Public open space and children's play areas; Landscape areas, new landscape planting and hydrological attenuation features and sustainable drainage systems; Primary school (use class D1); and Mixed use local centre which may include residential (use class C3), retail (use classes A1, A2, A3, A4 and A5), and health and community facilities (use class D1).** Part B: Full planning permission for: Demolition of any on site buildings or structures; and Routing of Sandy Lane Relief Road and associated vehicular access points. Application is accompanied by an Environmental Impact Assessment.

There are 5 approved phases of this development:

**WNS/2021/0894/MAR RM for phase 1a comprising 439 new homes with associated infrastructure, open space and children's Local Equipped Area of Play, with 15% affordable housing** Phase 1a – Vistry – over half way complete

**WNS/2022/0292/MAR Reserved Matters (appearance, landscaping, layout and scale) relating to Phase 1 and PART Phase 1B (as shown on Indicative Phasing Plan 24556 RG-M-80 Rev G dated 20.10.20) for the provision of 349 dwellings, in accordance with planning permission** Phase 1 and part 1b – Millers – approx. half way complete

**2023/6293/RM Application for Approval of Reserved Matters (RM), appearance means of access, landscaping, layout and scale for Phase 2b pursuant to hybrid planning permission (120 dwellings)** Phase 2b – Vistry – Occupations starting

**2024/5633/MAR Reserved Matters (RM), appearance means of access, landscaping, layout and scale for Phase 2 and part of Phase 1B pursuant to hybrid planning permission** Phase 2 and part 1b (278 dwellings) – Vistry - Groundworks underway

**2025/2236/MAR Approval of reserved matters (appearance, landscaping, layout, and scale) for 233 residential dwellings, associated infrastructure and landscaping at Phase 2A,** – Vistry – Just approved

## Operative Part:

<b>S106 content</b>	<b>HPC comment</b>
8.1 – The owners of the covenant with the District Council that prior to the first Occupation of any dwelling in a phase, they will contact both Harpole Parish Council and the District council in writing to ascertain whether either council wishes to take ownership of any completed facilities in a Phase.	This has happened with 4 of the 5 Reserved matters applications above (the 5 <sup>th</sup> only having been approved November 2025).
15.1.2 To notify the District council in writing within 10 working days of the occurrence of occupations. Various Trigger points are mentioned.	Is this happening? At various times the amount of occupations known by planning seems to differ from that that we are given by the developers.

## Schedule 2 Affordable housing

<b>S106 content</b>	<b>HPC comment</b>
1.1 15% of first 800 dwellings will be affordable	It is our understanding that this is the case in the approved applications
1.2 17.5 of dwellings 801 – 1900 will be affordable	It is our understanding that this is the case in the approved applications
2.4 not occupy more than 75% of market dwellings on any phase until affordable housing dwellings have been constructed and made ready for occupation.	Is this being monitored?

## Schedule 3 Open Space and SUDS

<b>S106 content</b>	<b>HPC comment</b>
6. The owners shall not, without prior written consent of the District Council, cause or permit the occupation of more than 50% of the dwellings on a phase until the informal open space on that phase has been completed as evidenced by the issue of a certificate of practical completion.	Phases in applications WNS/2021/0894/MAR & WNS/2022/0292/MAR are at or over 50% occupation. There has been pressure from Barwoods that land is passed to a management company rather than to the parish council as set out in the S106, this has delayed things whilst Vistry and Miller Homes work this out. Vistry have now come to an agreement that the land will be passed to the parish council and are working on this with their legal teams. Miller Homes have not confirmed what will happen to the land when ready. Last communication with them it seems they

	were not aware of the 50% occupation term of the agreement
12.1 transfer the unencumbered freehold of the informal open to any party which has contracted to accept the transfer pursuant to clause 8 ..... and pay the District Council (or to Harpole Parish Council) the respective informal open space commuted sum on completion of the transfer.	We have not reached this stage yet but it is clear that Harpole PC can be a recipient of the land if the process is followed.
12.2 In the event the District Council or respective parish council have not contracted to take a transfer of the open space in accordance with clause 8, or do not complete within 3 months the owners will transfer to a management company.	We hope that there will not be any delay in transfer from the owners side. We have been made aware that buyers are being advised there may be a management company, and this is being written into their deeds. We are aware there have been initial sums taken on completion, and on a regular basis from those under a shared ownership scheme. Residents on one development have also received a letter from a management company suggesting they sign up for updates. This shows that there is a strong push from a management company and disregard for the due process set out in the S106.
13. The owners shall not cause or permit the occupation of more than 75% of the dwellings of any phase until the completion of transfers in paragraph 12 for all informal open space on that phase.	We believe that these 75% figures will be hit in the next 12 months but there have been no Certificate of practical completion, never mind certificates of Final completion, of which there is a 12 month maintenance period between.
16 – 23 reads similar to above paragraphs but for SUDS.	Our comments are the same in that the Parish council is looking to take these on.
27. The owners shall not cause or permit of more than 900 dwellings until the country park has been completed.	Whilst we have not yet hit 900 dwellings we believe this is likely to happen in the next 12 months so expect that works on the country park will start shortly. It is also not very clear where the country park will be located.
31. Country park to be transferred to the District Council.	Is WNC planning on taking this on? As part of the devolution process, if West Northants wished to pass this to the Parish council we would welcome the discussion.

## Schedule 4 Play Areas

<b>S106 content</b>	<b>HPC comment</b>
10. The owners shall not, without prior written consent of the District Council, cause or permit the occupation of more than 50% of the Dwellings on any phase until the Play areas for that phase have been completed with the issue of Certificate of Practical Completion	No sign of LEAP on Vistry 1A yet Or Miller Phase 1 where there is 50% occupations
15.1 References process for transfer of play areas to the parish council	We ask that this is followed as per the open spaces above.
16. The owners shall not cause or permit the occupation of more than 75% of dwellings of any phase until the completion of the transfers	May not have hit this figure yet but no play areas set out yet.
22. The owners shall not cause or permit the occupation of more than 450 dwellings until the MUGA has been completed.	We understand this obligation has been passed to Vistry and we agree that due to the location of the MUGA (near where school should be), meeting this trigger is not appropriate.
26.1 Defines process for transfer of MUGA to the Parish council	The Parish Council intend to take this on.
27. The owners will not cause or permit the occupation of more than 900 dwellings until the completion of the transfer of the MUGA	As above, The parish council is OK with the slip in timing of this.

## Schedule 5 Sports Pitches

<b>S106 content</b>	<b>HPC comment</b>
4. The owners shall not cause or permit the occupation of more than 300 dwellings until the changing pavilion and sports pitches schemes have been submitted and agreed	We believe this happened.
8. The Owners shall not cause or permit the occupation of more than 450 dwellings until the changing pavilion and sports pitches have been completed.	We understand that this was passed to Vistry very close to this trigger point and Vistry have been working on the details of the plans. Whilst this trigger has been met we are aware that works are being undertaken.
12. Defines the process of the transfer of the pavilion and pitches to Harpole Parish Council	We are working with Vistry to enable this to happen when it is ready.
13. The owners shall not cause or permit the occupation of more than 600	As above, we are aware of the reasons for the delay

dwelling until the completion of transfers	
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### Schedule 6 Local Centre and community facility

<b>S106 content</b>	<b>HPC comment</b>
3. The owners shall not cause or permit the occupation of any dwelling until the marketing strategy has been submitted and agreed to by the district council	Is there a strategy approved?
4. The owners covenant to market the local centre in accordance with the marketing strategy from the date of first occupation for a period of six year from that date.	We have not seen any marketing of this area.
8. The owners will not cause or permit the occupation of more than 550 dwellings until a qualifying permission has been granted for the community facility to include detailed specifications	We believe there are more than 550 occupations and we have not seen any plans for a community facility. The Parish Council would expect to be involved in the design as future owners of the facility to ensure it is fit for purpose.
10. The owners shall not cause or permit the occupation of more than 1000 dwellings until the community facility has been completed.	We believe this figure will be hit in the next 18 – 24 months and there are no plans approved.
14. Advised process for transfer to Harpole Parish Council	Harpole Parish Council still intend to take on this facility.
15. The owners shall not cause or permit occupation of more than 1150 dwellings until completion of transfers	This is probably only 2 years away and there are no plans for build.

### Schedule 7 District Council contributions

<b>S106 content</b>	<b>HPC comment</b>
1. Owners covenant with the District council they will pay off-site sports contribution for each phase in 2 equal instalments, prior to 50% and prior to 75% occupations	Has this happened? How would sports groups such as Harpole Football Club access this funding?
2. The owners will pay 10% of Healthcare contribution prior to first occupation and remaining 90% prior to 300 <sup>th</sup> occupation.	Has this happened?
3. Owners will pay refuse and recycling contribution prior to first occupation of each phase	Has this happened?

<p>4. The District council will pass on within 10 working days receipt of sums received as part of Healthcare contribution provided the District council has received written undertaking from NHS England to use healthcare contribution for identified scheme to serve the residents of the development.</p>	<p>Has this happened. Are we able to see the plans for the funding?</p>
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### Schedule 8 Highways

S106 content	HPC comment
<p>1. manage and monitor transport assessment until 550 dwellings or delivery of SLRR.</p>	<p>Has this happened and do we want to see?</p>
<p>2. Traffic survey at Sandy Lane and Berrywood Road junctions to new developments at 1<sup>st</sup> occupation of every 100 houses until 550 occupations or SLRR</p>	<p>Has this happened and do we want to see?</p>
<p>4. If Junction capacity analysis reveals relevant junctions are above capacity county council may require earlier delivery of some mitigation</p>	<p>Has this been required?</p>
<p>10. Owners shall pay Junction Improvement contribution 2 (£190,752 for Danes Camp/Mereway/Tesco Roundabout) prior to 552 occupations</p>	<p>Has this happened?</p>
<p>Expected Delivery dates:  M1 J16 – 650 Occupations  Upton Valley Way / Nectar Way – 650 Occupations  Danes Camp Way – 650 occupations  Danes Camp Way/Hunsbury Hill Road – 551 Occupations  M1 J15a/A43/A5123 – 150 Occupations  Upgrade of footway / Cycleway (northern verge) between Upton Valley and St Crispins Drive – 551 occupations</p>	<p>Have any of these been completed or are planned?</p>

### Schedule 9 Public Transport

S106 content	HPC comment
<p>1. Owners shall fund delivery of new bus service to serve the development</p>	<p>Has this happened?</p>

1.2.1 upon first occupation of any dwelling more than 400m in distance to Berrywood Road bus stops or Sandy Lane Bus stops (initial bus service) 1.2.2 upon completion of Sandy Lane Relief Road along relevant bus route (second bus service)	
2.1 the initial bus service shall be in operation until commencement of second bus service 2.2 2 <sup>nd</sup> bus service will be in operation for 2 calendar years commencing from completion of development or occupation of last dwelling	Is either in place?
3. Owners shall provide a pair of bus stops and associated infrastructure on Sandy Lane on 1 <sup>st</sup> occupation of dwelling south of Sandy Lane / Larkhall Lane junction and more than 400m from existing Eastbound bus stop on Weedon Road by Sandy Lane roundabout	Are these in place?
4. Prior to first occupation of a dwelling more than 400m in distance to Berrywood Road Bus stops, the owners shall provide temporary bus stops to south of junction with Berrywood Road to be located within 400m of all dwellings	Is this needed and in place?
5. Real time information displays at pair of bus stops on SLRR closest to Local Centre to be installed prior to any unit being occupied	Do we have timescale?
7. Owners will on request from the occupier of a dwelling provide a Travel card if request is made within 3 months of first occupation of relevant dwelling and only 1 card per dwelling	Has anyone requested these?

### Schedule 10 Education

<b>S106 content</b>	<b>HPC comment</b>
7. Owners shall transfer the freehold interest of primary school site for nominal consideration ..prior to 150 occupation	We are well past the 150 occupation trigger. Has the land been transferred to WNC?
9. Owners shall provide access and service media by either 12 months from	Has this happened?

date of transfer or 250 occupations, whichever is later.	
13. Primary School contributions 10% by 100 <sup>th</sup> occupation 30% by 200 <sup>th</sup> occupation 30 % by 300 <sup>th</sup> occupation 30% by 400 <sup>th</sup> occupation	Have these contributions been made?
20. County Council intends to open the primary school in first September following 300 occupations (but may defer to September following 400 occupations)	What is the plan? We are over 400 occupations and there is no plan for a school and no building taking place.

### Schedule 11 Library

<b>S106 content</b>	<b>HPC comment</b>
1. Contributions based number of bedrooms: 20% prior to 25% of occupations (475) 30% prior to 50% of occupations (950) 40% prior to 75% of occupations (1425) 10% prior to 80% of occupations (1520)	Has the first payment been received. Has Duston Library received this or has this contributed to the enhancement of another library?

# Harpole Parish Council

2 February 2026 (2025-2026)

## PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
203	Bank Charges	07/01/2026		Unity Trust		Bank Fees	Unity Trust Bank	X	10.50		10.50
205	IT	07/01/2026		Unity Trust		IT Software	Scribe	S	99.00	19.80	118.80
206	Maintenance churchyard	07/01/2026		Unity Trust		grass cutting	R&G Groundworks	S	750.00	150.00	900.00
206	Maintenance churchyard	07/01/2026		Unity Trust		grass cutting	R&G Groundworks	S	210.00	42.00	252.00
204	Dog bins	07/01/2026		Unity Trust		Bins	Shield Maintenance Ltd	S	143.00	28.60	171.60
207	Flagpole	07/01/2026		Unity Trust		Flagpole Green	Nickolls Landscaping	X	100.00		100.00
206	Grass Cutting allotment	07/01/2026		Unity Trust		grass cutting	R&G Groundworks	S	458.00	91.60	549.60
208	Telephone and Broadband	07/01/2026		Unity Trust		Broadband	Gigaclear	S	30.00	6.00	36.00
214	Stationery	14/01/2026		Unity Trust		Stationary	SLCC	S	4.50	0.90	5.40
214	Stationery	14/01/2026		Unity Trust		Stationary	SLCC	X	144.00		144.00
211	IT	14/01/2026		Metrobank Credit Ca		Laptop	Laptops Direct	S	439.10	87.82	526.92
212	Buildings	14/01/2026		Unity Trust		Office Furniture	Viking	S	88.93	17.79	106.72
213	Telephone and Broadband	14/01/2026		Unity Trust		Mobile Phone	ID Mobile	S	5.00	1.00	6.00
209	Street Light Electric	14/01/2026		Unity Trust		Street Light Electric	Valda Energy	S	580.15	116.03	696.18
210	Street Light Electric	14/01/2026		Unity Trust		Street Light Electric	Valda Energy	S	9.09	1.82	10.91
215	Staff Salary	22/01/2026		Unity Trust		staff costs	Sally Willis	X	2,736.33		2,736.33
217	NI and Tax E'rs and EE's	22/01/2026		Unity Trust		PAYE	HMRC	X	1,172.28		1,172.28
216	Pension E'rs and EE's	22/01/2026		Unity Trust		Pension	Nest	X	248.80		248.80
218	Buildings	22/01/2026		Unity Trust		Office Furniture	Viking	S	384.98	77.00	461.98
219	Office Electric	22/01/2026		Unity Trust		Office Electric	British Gas	L	60.12	3.01	63.13
221	Subscription and Memberships	26/01/2026		Unity Trust		subscriptions	Northants ACRE	S	35.00	7.00	42.00
222	Maintenance	26/01/2026		Unity Trust		Village Handyman	Paul Thomas	X	346.60		346.60
223	Maintenance	26/01/2026		Unity Trust		Village Handyman	Paul Thomas	X	346.60		346.60
220	CIL Spend	26/01/2026		Unity Trust		Speed Monitors	Elan City	S	4,678.98	935.80	5,614.78
225	Stationery	29/01/2026		Unity Trust		stationery	Viking	S	93.15	18.65	111.80
<b>Total</b>									<b>13,174.11</b>	<b>1,604.82</b>	<b>14,778.93</b>

## Changes to PC website

Having looked at the website as requested by Sally to see whether there was any items I believe were missing or incorrect, I have come up with a quite a few ideas.

Firstly, on the current parish website if you want to find agenda notes, or minutes it isn't the most straight forward to find >

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[Planning, Highways and Infrastructure Committee Meeting 26th January 2026](#)

 [Planning, Highways and Infrastructure Committee Agenda...](#)  
(208KB, PDF)

[Committee](#)  
[Planning, Highways and Infrastructure Committee](#)  
[Staffing Committee](#)

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[Full Council Meeting 12th January 2026](#)

 [Full Council Agenda 2026.01.12](#)  
(205KB, PDF)

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[Strategy, Finance and Policy Committee Meeting 5th January 2026](#)

This is how the PC website currently looks, to get to this page I have had to go through 3 other pages, then will have to click pages 2, 3, or even 4 to find the minutes I'm after. This doesn't include then looking for the agendas. Below is a print screen of Wootton PC's website. The agendas and minutes are all in a table, nicely laid out and easy to locate.

<b>Full Council</b>	Monday December 15th, 2025 Jubilee room, 6:30pm	<a href="#">12 Agenda Full Council Meeting December 15 12 25 (PDF)</a>	<a href="#">12 Minutes December Parish Council Meeting 15 12 25 Draft (PDF)</a>
<b>Finance &amp; Community Centre Committee Meeting</b>	Monday December 1st, 2025 Jubilee Room, 6:30pm	<a href="#">12 Agenda Finance And Community Centre Committee 01 12 25 (PDF)</a>	<a href="#">12 Minutes December Finance 01 12 25 Draft (PDF)</a>
<b>Full Council</b>	Monday November 17th, 2025 6.30pm, Jubilee Room	<a href="#">11 Agenda Full Council Meeting November 17 11 25 (PDF)</a>	<a href="#">11 Minutes November Parish Council Meeting 17 11 25 Draft (PDF)</a>

Secondly, I believe we should advertise what our amazing parish has to offer. For

Turnpike
Luxury Dog Hotel - Glassthorpe Lane
The Live and Let Live
Harpole Store and Post Office
Strawberry Picking Farm
Bowls
Football Club
Shoe Shop
Antique Shop
Tennis Court
Guides / Scouts
Village Charity

example: the events that are being undertaken within the village – past and present. Including Scarecrow festival, village show etc.

I also believe we should have a business tab on the website, where we should promote / list all the businesses in the village. Hopefully bridging the gap between Parish and community:

In supporting the businesses within the parish and including them, its supporting and promoting them.

This also goes onto my third edit I'm suggesting:

#### Our Services

##### [Allotments](#)

Information about Allotments

##### [Defibrillators](#)

Information and maps about defibrillators in the area

##### [Halls for Hire](#)

Information about Halls for Hire

#### Local Groups and Societies

#### Local Authority Services

Under 'our services' section of the website this is the view ^, if you click on the allotment tab >

## Harpole Parish Council

[Home](#) > [Services](#)

Services

### Allotments

Information about Allotments

The Parish Council owns and runs the Allotment site on Larkhall Lane.

There are currently some available plots of varying sizes.

Please contact the clerk for more information.

#### Popular Links

[When is the next council meeting?](#)

I believe we need more details. To me this isn't very engaging or encouraging for somebody to want to have an allotment at Harpole. Why not include plots available and rough sizes, photos of allotment, and include statements from current tenants.



If you click on the next tab on the services page - defibrillator tab, this is what you'll find this image.

There isn't a defibrillator shown on this map. This needs to be edited to include the current and soon new defibrillator.

This map shows the locations of defibrillator units within the council area to help residents understand their distribution. It also shows locations...

Then at the bottom of the services page there is a local groups, and local authority services tabs, which have nothing on them. Why not include the guides / scouts, football, tennis courts etc. Why not have a subsection to this with education, show off our primary school, nursery, preschool. Again gauging the gap between 'them and us', and showing a united village and everything we have to offer.

Next, adding a dog poo bin,

Bin, benches etc tab.

This might seem silly,

however with the

new estate being built

this could really help

some residents ensuring

litter/dog poo is disposed of correctly. Here is a printscreen of Wootton PC website ^.

Next, Planning permissions / applications. I believe this could be encouraging to inform the local community what plans are being submitted within the village. Keeping them up

There are sixteen dog waste bins located within Wootton Parish. All dog waste bins are emptied twice a week by an external contractor appointed by Wootton Parish Council.

Dog waste bins can be found at the following locations:

- Bin number 1(a) Double Bin on Simpson Manor Green
- Bin number 1 Double Bin on Simpson Manor Green
- Bin number 2 New Road Footpath
- Bin number 3 - 7 Four bins located around the Community Centre Boundary
- Bin number 8 Curtlee Hill on footpath next to Zebra crossing
- Bin number 9 Quinton Road - entrance to Green Space
- Bin number 10 Curtlee Hill next to Zebra crossing opposite bin no8
- Bin number 11 Roundabout opposite Caroline Chisholm school
- Bin number 12 Green space area behind Co-op
- Bin number 13 Thrupp Bridge footpath to Spinney
- Bin number 14 Newport Pagnell footpath near Crimea Close



to date, and easily informed. This also encourages the community to 'get involved', if we also link the page to the planning by-monthly meetings.

Lastly, a history tab. Historic events in the village. Its wonderful to celebrate achievements within the village, this could include the war memorial, the anglo-saxon find back in 2022.

In summery there are seven changes to the parish's wesbite which I believe will encourage bridging the gap between parish and commity.