

NAPTON ON THE HILL PARISH COUNCIL

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Minutes of the meeting of Napton on the Hill Parish Council held on **Monday 1st September 2025** at 7:15 p.m.

Present: Cllr J Veasey (Chair)
Cllr R Pelter (Vice Chair)
Cllr W Watson
Cllr I Williams

SDC Cllr N Rock (Arrived Late)
WCC Cllr A Crump

Mrs C Adam (Clerk to the Council)

8 members of the public were in attendance.

Abbreviations: (NPC) – Napton Parish Council; (SDC) – Stratford District Council; (WCC) – Warwickshire County Council; (Cllr) - Councillor	
1. To receive apologies for absence. Received from Cllr R Woodcock.	Action
2. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. Item 19 – Cllr J Veasey	
3. To receive and approve for signature the minutes of the meetings held on Monday 4th August 2025: Approved by the Council & signed by the Chair.	
4. To note any matters arising from the minutes not included on this agenda for report only: Street Lighting A lamp has been replaced by the bus stop on Vicarage Road; however, it is producing excessive glare, which has been reported for fixing. School Field Works have been completed, and the school is content to delay activities until the October half term. The contractor will return to ensure all is satisfactory. Warwickshire Highways Community Action Fund The application is in the second phase of consideration, and a response is awaited. Neighbourhood Development Plan The Working Party is reviewing a number of policies. A draft of Policy 3 requires a meeting of the Working Party to review before it can be brought to Council.	

5. Councillor Updates: • Fencing at the skate park that was damaged by the crane accident is scheduled to be repaired in September. • Hackwell Steps – general movement observed with a new crack appearing up the middle. Responsibility is believed to be WCC; WCC Cllr AC to investigate and carry out an assessment, will be closed if deemed necessary. • Caravan located on the layby on Southam Road – matter being addressed with WCC Highways. • Grit bins – vegetation around Manor Farm bin to be cleared; community assistance requested to help keep grit bins accessible in the lead up to winter. • Skate Park – side and top of the grind box require replacement; tyre on the zip wire also needs replacing.	
6. Update from District/County Councillors: • Reports circulated in advance and are available on the PC website. • Second round dates for the WCC Councillor Grant Fund are to be released later this month. • Road safety audit for the A425 and the potential bus shelter at the bottom of Butt Hill has had funding applied for by WCC Cllr AC through the Warwickshire Highways Community Action Fund. • Dip in the road on Stockton Road close to Cornwood Farm to be investigated. • Roadworks for Aldi have commenced at the roundabout by the Shell Station on the A423, WCC are monitoring for any initial issues. • Local government reorganisation – SDC proposal paper hardcopies are available in the Village Hall foyer. • Severn Trent – Wellesbourne meeting highlighted dirty water issues; efforts to improve coordination with the local planning authorities discussed with the potential to establish proper liaison meetings. • SDC Climate Change Fund remains open and to be considered in the next appraisal applications must be submitted by 5pm on Monday 20th October 2025. • Cycle track grant – SDC Cllr NR is currently working with WCC to address the terms.	
7. Comments and questions from the public: • VJ Day 80th Anniversary service was held on Friday 15th August on Memorial Green, with an attendance of 40-50 people. • NPC is currently within the Notice of Vacancy in Office of Councillor period, which runs until 8th of September 2025. If no call for election is received by this date, NPC may fill the vacancy via co-option. • Christadelphian Building – potential for a community land trust, further investigation in CLT's would be needed. • Severn Trent – unclear whether new works will become redundant if the Brickworks site is built; further information is required from Severn Trent. • School Hill viewing platform – responsibility of the Parish Council; Cllr WW will undertake pruning.	

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(*) indicates that a supporting document is available on the website

Replacement of benches in the village have historically been funded by parishioners as memorials. Community groups wishing to fund a bench could apply to WCC Cllr AC Councillor Grant Fund Round 2 when announced later in September.	
8. Finance Matters RESOLVED: Bank Reconciliation: Unity Trust: August 2025 £71,313.77 (Total held in all accounts: £151,780.52 - Signed by Cllr WW. - Cllr IW was appointed as the new bank reconciliation and statement signatory for the 25/26 financial year. - Cllr WW was appointed as the new account signatory for Unity Trust Bank. - Cllr RP was appointed as the new account signatory for Nationwide. - The £2,000.00 donation from Napton Tennis Club was allocated to the padel court project fund to assist with the planning application costs. - The £2,000.00 donation from Napton Sports Association was allocated to the padel court project fund to assist with planning application costs. All payments approved, and payment list can be found under supporting documents.	
9. Notice of Conclusion of Audit 2024/25 UPDATE: The external auditors have concluded that the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. - Other matters not affecting their opinion which was drawn to the attention of the authority: - The supporting data submitted for review initially lacked sufficient information regarding significant variances; this was later provided upon request. - The council's general reserves are above the level generally considered appropriate for smaller authorities.	
10. Highways Matters UPDATE: - The new footpath at the bottom of Howcombe Lane, initiated by NPC, has now been completed. - The hedges and fallen tree on Church Road have been dealt with by the respective landowners.	
11. Planning Matters: Agreed to invite the SDC planning officer and the developer of the Napton Brickworks development to a public meeting. The developer will present their plans for 30 minutes, NPC will present their concerns, and the NDP policy will be included in the invitation. The meeting is planned for late September or early October. Application(s) reference: SCOPE/00043 Proposed: Environmental Impact Assessment Scoping Request relating to an Outline planning application with all matters reserved except means of access for	

a proposed development of up to 850 Dwellings, new Primary School, the Creation of Public Open Space and Associated Infrastructure including new traffic roundabout At: Land East of A423 Southam Bypass and North of A425 Daventry Road Southam For: Envance Ltd on behalf of Vistry Group RESOLVED: Considerations for the EIA for the proposed development include: • Capacity of the sewage works and the potential impact on the local area. • Availability and sustainability of water supply. • Impact on medical care, including access to GPs and pharmacies. • Effects on retail availability in the area. • Implications for secondary school capacity. • Impact on roadways, including the bypass and overall traffic flow. • Pollution concerns due to the impact of increased traffic. • Pedestrian access and safe crossing of bypasses. • Traffic congestion, including idling cars at roundabouts. • Water runoff and potential effects on the River Stowe and downstream rivers, including flood risk assessment.	
12. Padel Courts UPDATE: The Diocese of Coventry have provided permission in principle subject to planning permission being obtained. RESOLVED: Agreed to create a Padel Court Working Party, with Cllr IW representing NPC. Agreed to defer submitting the planning application until all required information is available. Agreed that a crowdfunding campaign can be established under Section 139 of the Local Government Act 1972. Agreed that NPC will not provide any additional funding for the project at this time.	
13. Christadelphian Meeting Room RESOLVED: Agreed to write to the agent regarding the land and easement. A Facebook post will be prepared seeking residents' input, and the matter will also be included within the upcoming public meeting, if required.	
14. New Zealand Spinney RESOLVED: Agreed to purchase an updated planning map for £61.19.	
15. Village Green Power Supply RESOLVED: Agreed to accept the quote for £1,454.05 from Western Power Grid.	
16. Sports Field Floodlights UPDATE: Installation complete with correct uniformity measures obtained. RESOLVED: Agreed to accept that the work has been completed, and that a draft final account is required before the final payment is made.	
17. Granton Playing Field	

UPDATE: Multi-play unit installation is complete and open for use. RESOLVED: Agreed to defer consideration of quotes for picnic bench surfacing and maintenance of the brick path to a future meeting. Agreed to seek grant funding towards the purchase of the picnic bench. Cllr WW will obtain quotes for playground ground works to address areas identified as posing a risk.	
18. Mobile Phone Mast UPDATE: A community questionnaire carried out in July & August 2025 received 104 responses. Key findings were: • 86% of respondents were residents. • 66% rated current mobile coverage as poor, with only 2% reporting excellent coverage. • 87% of respondents supported the installation of a new mast to improve coverage, 9% were unsure, and 4% opposed. • Comments highlighted strong support for better signal but also concerns about the siting of a mast and its impact on the village landscape. RESOLVED: Agreed to approve Atlas contacting landowners.	
19. Naming Unnamed Road Cllr JV left the room for the duration of this item. UPDATE: Resident's enquiries with banks, building societies, and other businesses suggest there would be no costs involved if the new address were adopted in full. Stratford District Council's Council Tax department has provided unclear guidance, but it is not expected that standardising the address will cause issues. The main complication lies with the Land Registry. The deeds for the resident's property state Butt Hill. Should this need to be amended in the future (e.g., for a sale or planning application), solicitor involvement would be required, with potential costs upwards of £250 plus Land Registry fees. No immediate action is necessary until such a change is required. RESOLVED: Agreed to contact SDC Cllr NR to investigate the road name being used by the Land Registry.	
20. Allotments RESOLVED: Agreed to allow residents from adjacent parishes access to allotment plots, provided they live within 3.5 miles of the parish boundary. Agreed that a maximum of 5 plots may be allocated to such residents. Agreed to not require allotment holders to have public liability insurance but make it highly recommended in the in the tenancy agreement. Agreed to clear the vacant allotments and cover them with weed suppressant membrane, with a quote to be sought from our current grounds' maintenance contractor.	
21. Climate and Environment UPDATE: No updates at this time but a meeting of the C&E Working Party is scheduled for the 4th of September. The next Repair Café is provisionally scheduled for the 5th of October.	
22. Training	

UPDATE: CiLCA Training Progress – Unit 1 & Unit 4 are completed. Three units remaining. RESOLVED: Cllr JV – Emergency Planning and Event Booking; All Cllrs and Clerk – Planning: Dealing with Development Proposals; Cllr WW and Clerk – Planning: Influencing Local Plan Policies	
23. Close The meeting closed at 9:53pm. [Note: The next Ordinary Meeting of the Council (7:15pm) will take place on Monday 6th October 2025 Napton Village Hall (main hall)]	

Signed: _____

Date: _____

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