

BLISWORTH PARISH COUNCIL

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You are hereby summoned to attend an **Annual** meeting of **Blisworth Parish Council** to be held in Blisworth Village Hall on **Monday 11th May 2026 at 7.30 pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

AGENDA

BPC/1/2026	Election of Chair and Declaration of Acceptance of Office.
BPC/2/2026	To receive apologies.
BPC/3/2026	Election of Vice Chairman.
BPC/4/2026	Election of Finance Councillor.
BPC/5/2026	To receive councillors' declarations of acceptance of office or, if not received, to decide when they shall be received.
BPC/6/2026	To receive declarations of interest under the Council's Code of Conduct related to business 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 the interest and withdraw from the debate or meeting as appropriate.
BPC/7/2026	To receive and approve for signature, the minutes of the Ordinary meeting held on 13/04/2026.
BPC/8/2026	To note any matters arising from the minutes not included on the agenda for report only.
BPC/9/2026	To consider applications received for the vacant councillor position and, if appropriate, to resolve to co-opt a new member to the Parish Council in accordance with the statutory procedure.
BPC/10/2026	Clerk's report circulated separately.
BPC/11/2026	Public Session: a. Unitary Councillor(s) Report(s). b. Members of the public.
BPC/12/2026	Response to issues raised in the public session.
BPC/13/2026	Planning and Development. a. Application No. 2026/1078/MAF: Plot 150 Swan Valley Way Northampton. Proposal: Development of 2 no. commercial/ industrial units with ancillary offices, car parking, service areas, soft landscaping and associated infrastructure. Comments by: TBC.
BPC/14/2026	Discuss Blisworth Parish Directory and agree next steps.
BPC/15/2026	Correspondence from social media: Update from Cllr Read.
BPC/16/2026	Police & Neighbourhood Watch Scheme: Update from Cllr Read.
BPC/17/2026	Report on data from SID/VAS devices and Traffic Working Group: Update from Cllr Read and Cllr Brown.
BPC/18/2026	Discuss consultation on proposed double yellow lines at Pond Bank/Chapel Lane junction and agree next steps.
BPC/19/2026	Report on Youth Parish Council: Update from Cllr Read and Cllr Dallyn.
BPC/20/2026	Discuss Blisworth Parish Council newsletter (Round and About) and agree next steps. Update from Cllr Read.
BPC/21/2026	Gateway Update: Update from Cllr Wilson.

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BPC/22/2026	<p>Village Maintenance & Open Spaces:</p> <ol style="list-style-type: none"> Play area: Monthly safety inspection report: Update from Cllr Wilson. Defibrillators: Confirmation of satisfactory checks and any issues. Update from Cllr Read. Allotments (Blisworth Parish Council Allotments, off Courteenhall Road). Update from Cllr Ingram and Cllr Read. Closed Cemetery: Update from Cllr Billing. Note Closed Cemetery gravestones and monuments check and agree next steps. Street lighting: Update from Cllr Chandler. Discuss adoption and refurbishment of BT phone box (High Street, Blisworth) costs and agree next steps. Discuss feedback on the new noticeboard at the junction of Buttmead and the bridle path and discuss options for additional replacement noticeboards and agree next steps.
BPC/23/2026	<p>Internal Control: Financial & Management Risk Assessment:</p> <ol style="list-style-type: none"> To review the effectiveness of the system of internal control. To receive declarations of gifts/hospitality and review record of gifts/hospitality received by Councillors or the Clerk to date.
BPC/24/2026	Resolve to renew the Terms of Reference and reappoint group lead councillor and core members for the Human Resources Committee.
BPC/25/2026	Resolve to renew the Terms of Reference and reappoint group lead councillor and core members for the Allotment Working Group.
BPC/26/2026	Resolve to approve the amendment for the Terms of Reference and reappoint group lead councillor and core members for the Finance Working Group.
BPC/27/2026	Resolve to renew the Terms of Reference and to reappoint group lead councillor and core members for the Traffic Working Group.
BPC/28/2026	Resolve to renew the Terms of Reference and to reappoint group lead councillor and core members for the Youth Parish Council Working Group.
BPC/29/2026	Resolve to reappoint the Police Liaison Representative.
BPC/30/2026	To approve amendments and readopt BPC Financial & Management Risk Assessment Record.
BPC/31/2026	To approve amendments and readopt BPC IT and Communications Policy.
BPC/32/2026	To approve amendments and readopt Risk Assessment for the Closed Cemetery and Safeguarding Children notice.
BPC/33/2026	To approve amendments and readopt BPC Freedom of Information Policy.
BPC/34/2026	<p>To approve and readopt/adopt the following policies:</p> <ol style="list-style-type: none"> BPC Asset Register Policy BPC Complaints-Procedure BPC Data Protection Policy BPC Data-Breach-Policy BPC Dignity at Work Policy BPC Disciplinary Policy BPC Duty to Conserve and Enhance Biodiversity Policy BPC Equality Diversity Policy BPC Financial Reserves Policy BPC Financial-Regulations BPC-GDPR-Data-Map BPC GDPR-councillor-resignation-checklist BPC GDPR Security Compliance checklist BPC Grievance-Policy BPC Health and Safety Policy BPC Internal Control Policy BPC Internal Controls Checklist BPC Media-Request for Information Policy

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	<ul style="list-style-type: none"> 19. BPC Performance Management Appraisal and Development Plan Policy 20. BPC Record of gifts/hospitality received by Councillors or the Clerk 21. BPC Records-Retention-Policy 22. BPC s137-Policy and Form 23. BPC Social-Media-Policy 24. BPC Standing Orders 25. BPC Strategic Plan 2025-2030 26. BPC Subject-Access-Request-Procedure 27. BPC Training and Development Policy 28. BPC Website Accessibility Policy 29. Code-of-Conduct 30. RA Allotments 31. Bee-keeping Risk Assessment
BPC/35/2026	To resolve to agree the Calendar of Meetings of the Council for the year 2026/2027 as the first Monday of each month, where possible.
BPC/36/2026	To resolve to agree arrangements for dealing with Planning Applications: Clerk to check for West Northants Council Planning Application notifications and circulate planning applications to all councillors ahead of meetings. An extension to be obtained if necessary and response from consultation to be made as soon as possible after the meeting.
BPC/37/2026	Discuss quotes for insurance for 2026-2027 and agree next steps.
BPC/38/2026	<p>Finance & Administration</p> <p>Banking Issues:</p> <ul style="list-style-type: none"> a. Bank reconciliation. b. Review draft amendments for Reserves allocations for end of budget year 2025–2026 and agree next steps. c. Discuss website costs and agree next steps. d. Resolve to determine and review the bank mandate for Unity Trust Blisworth Parish Council bank account. e. Resolve to determine and review the bank mandate for Skipton Blisworth Parish Council savings account. f. Discuss direct debits, including variable direct debits and agree next steps. g. Review the use of BACS, CHAPS or Standing Order payments and agree next steps. h. Review data held for suppliers and contractors. i. To note receipts and approve payments including any others that arrive after publication of the agenda.
BPC/39/2026	Councillors' reports and items for future agenda.
BPC/40/2026	Council Surgery – Resolve to agree on a representative(s) from the Council for the next Council Surgery.
BPC/41/2026	To agree the date of next meeting 01/06/2026 at 7.30pm.
BPC/42/2026	Close.

Signed:

Angela Billing, Clerk

Date: 05.05.2026