

NEWBOTTLE PARISH COUNCIL

WEDNESDAY 4 MAY 2022

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
Banbury, OX17 2GD

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25 April 2022

Dear Councillor,

The Annual Meeting of the Parish Council will be held on **Wednesday 4 May 2022 at 7.30pm** at the Memorial Hall, Main Road, Charlton to transact the business set out in the Agenda below, and you are summoned to attend.

County and District Councillor Rebecca Breese is also invited to attend, along with District Councillors Rosie Herring and Richard Solesbury-Timms

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Apologies for absence** - To receive any apologies for absence from the meeting.
2. **Declarations of Interest** - Members are asked to declare any interest, and the nature of that interest, which they may have in any of the items under consideration at this meeting.
Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.
3. **Appointment of Chairman 2022/2023** – To appoint a Chairman of the Parish Council for 2022/2023.
4. **Appointment of Vice-Chairman 2022/2023** – To appoint and Vice-Chairman of the Parish Council for 2022/2023.
5. **Minutes** - To approve the minutes of the meeting held on 27 January 2022. **(Attached)**
6. **Matters Arising** - To discuss any issues arising from the minutes of the meeting held on 27 January 2022.
7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish. **(Maximum of ten minutes in total for this item)**
8. **Reports from District and County Councillors** - To receive reports from the District and County Councillors.
9. **Village/Environment Matters**
 - i) **Playing Field and Pavilion** – To receive an update from Playing Field Development Working Group.

- ii) Post Office and Village Shop – To discuss the issues at the Post Office and Village Shop.
- iii) Defibrillators – To discuss the publicity and training following the purchase of a defibrillator for the Playing Field and maintenance of the defibrillator at the Primary School.
- iv) Street Lighting – To receive an update on the progress with the street lighting review.
- v) Annual Parish Meeting – To discuss the Annual Parish Meeting being held on Saturday 7 May 2022 at 1030am at the Memorial Hall, Charlton.

10. **Parish Council Matters**

- i) Training – To remind Councillors about the Parish Council's training policy and the need to undertake training courses. <https://www.newbottleparishcouncil.co.uk/securedocs/NPC%20Training%20Policy.pdf>

11. **Planning**

- i) To note the planning applications considered by the Parish Council, since the last meeting:

WNS/2022/0197/FUL

6 Farthinghoe Road, Charlton

Proposed single storey rear extension to the garage and part conversion of the garage to a home office.

No objection

WNS/2022/0224/FUL

Hinton In The Hedges Airfield Road To Walltree Farm Steane

The erection of a skydiving simulator training facility to support the existing Hinton Skydiving School

No objection, with concerns

- ii) To note the planning application decision made by West Northants Council, since the last meeting:

WNS/2022/0530/T CA

Wheelwrights Main Street Charlton

Tree works

Approved

12. **Finance**

- i) Parish Council Income, Uncashed Payments and Approval of Accounts for Payment - To note the income since the last meeting, the uncashed payments and approve the accounts for payment. **(To follow)**
- ii) Bank Reconciliation - To note the bank reconciliation. **(To follow)**
- iii) Bank Account Signatories – To confirm that Councillor Michael Loggin and Struan Kenton be added as signatories to the Parish Council bank accounts.

Accounts 2021/2022

- Annual Governance and Accountability Return for the year ended 31 March 2022 **(To follow)**
 - a) To approve the Annual Governance Statement 2021/2022 - Section 1
 - b) To approve the Accounting Statements for 2021/2022 - Section 2
- To receive and approve the Receipts & Payments Account as at 31 March 2022.
- iv) Internal Auditor's Report 2021/2022– To note the recommendations of the Internal Auditor's Report for 2021/2022. **(To follow)**

- v) HM The Queen's Platinum Jubilee – To discuss funding for events in the village, to celebrate the Platinum Jubilee.
13. **Correspondence** - To circulate any further items of correspondence.
14. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 15 on the grounds that it could involve the likely disclosure of private and confidential information.
15. **Clerk and Responsible Financial Officer** – To confirm the salary of the Clerk and Responsible Financial Officer for 2022/2023.
16. **Meeting Dates** - Future meeting dates for Newbottle Parish Council are stated below. They will commence at 7.30pm at the Memorial Hall, Charlton.
- Monday 18 July 2022
 - Monday 19 September 2022
 - Monday 21 November 2022
17. **Items for the Next Agenda/Items of Information**
- Poors Allotment Committee