

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON WEDNESDAY 4 MAY 2022 AT 7.30PM

PRESENT: Chairman Councillor Michael Loggin: Councillors Linda Baker, Phil Marshall, Kevin Ridge and Wayne Rule.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and District Councillor Rosie Herring.

Councillor Struan Kenton was not present.

1/22 Apologies - Councillor Mark Bracy submitted his apologies because he was at work.

Resolved that the apologies be accepted and the absence authorised.

2/22 Appointment of Chairman 2022/2023 – The Chairman asked for nominations for the position of Chairman for 2022/2023.

Resolved that Councillor Michael Loggin be appointed as Chairman for 2022/2023.

3/22 Appointment of Vice-Chairman 2022/2023 – The Chairman asked for nominations for the position as Vice-Chairman for 2022/2023.

Resolved that Councillor Wayne Rule be appointed as Vice-Chairman for 2022/2023.

4/22 Declaration of Interests – There were no declarations of interest.

5/22 Minutes - The minutes of the meeting held on 27 January 2022 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 27 January 2022 be approved and signed by the Chairman.

6/22 Matters Arising from the Minutes of 27 January 2022 – There were no matters arising.

7/22 Open Forum – There were no residents present at the meeting.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)

8/22 Reports from County and District Councillors – The Chairman welcomed District Councillor Rosie Herring to the meeting. Councillor Herring was unable to attend the Annual Parish Meeting (APM) on 7 May 2022 and gave her apologies.

Councillor Herring reported on changes to Children's Services and that an anti-poverty strategy had been adopted by the District Council. Health and Social Care integration should have come in on 1 April 2022 but it had been delayed and would be operational from 1 July 2022. There was meeting about this issue at the District Council on Saturday 7 May 2022, which was why Councillor Herring could not attend the APM.

Councillor Herring gave updates on other issues which had been dealt with by District Council and in addition, Northampton had applied for city status as part of HM The Queen's Platinum Jubilee celebrations.

189 households in West Northants had offered housing for Ukrainian refugees and further information on the Scheme was available on the District Council's web site.

The planning service at West Northants was struggling due to staff shortages. The Head of the Service was also leaving and as a result, the pre-app service had been paused in the interim.

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There were delays with the proposed Farthinghoe by-pass and work was continuing with Andrea Leadsom MP, but there were many more roads in the Country which had been ranked higher and the project might not ever be progressed. This was obviously very disappointing to local residents.

Councillor Herring confirmed that when South Northants Council had merged to form the Unitary Authority, its reserves had been rolled up into the new West Northants Council.

Councillor Herring was thanked for attending the meeting and she left at that point.

9/22 Village Matters

- i) Playing Field and Pavilion – The Parish Council received an update from Playing Field Development Working Group. Councillor Phil Marshall reported that the car park had been extended, two new gaps in the hedges had been formed and gates for these gaps had been purchased, but not yet installed. Tree planting had also been completed and a new noticeboard had been erected.

There was a discussion about reforming the Playing Fields Association and this would be progressed in more detail in due course.

Resolved that:

- 1) the report be noted; and
 - 2) contact details for Northants County FA be forwarded to the Chairman to discuss possible grant funding for the playing field and pavilion project. **Action TG/ML**
- ii) Post Office and Village Shop – The Parish discussed the issues at the Post Office and Village Shop and it was reported that Jenny Barker had been working hard on the project and arranging meetings to try and address the issue. The shop was due to close on 18 May 2022, but the Post Office would stay open for a short time longer.

Resolved that the report be noted.

- iii) Defibrillators – The Parish Council discussed the training which had been offered by Brackley Athletic FC following the purchase of a defibrillator at the playing field pavilion and also the maintenance of the defibrillator at the Primary School.

Resolved that:

- 1) the report be noted;
 - 2) Victoria Sillett from Brackley Athletic be contacted about dates for the defibrillator training and these be published in the village for residents to attend; and **Action TG**
 - 3) the Parish Council to take responsibility for the maintenance of the defibrillator located at the Primary School. **Action KR**
- iv) Street Lighting – Councillor Kevin Ridge reported that he had received an amended quote from Eon however, none of the requests for shading and lower wattage bulbs had been taken into account. Therefore, further discussions with Eon were required.

Resolved that:

- 1) the report be noted;
 - 2) a site meeting be arranged with Richard Bream from Eon with regard to the replacement street lights. **Action KR**
- v) Annual Parish Meeting (APM) – The Chairman reported that the APM would be held on Saturday 7 May 2022, 10am to 12 noon at the Memorial Hall.

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Resolved that the report be noted.

10/22 Parish Council Matters

- i) Training – The Chairman reminded Councillors about the Parish Council's training policy and the need to undertake training courses. Councillor Wayne Rule advised that he would be attending a training course on CIL and Councillor Kevin Ridge would attend the Councillors roles and responsibilities course.

Resolved that the report be noted.

11/22 Planning

- i) **Resolved** that, it be noted that, since the last meeting, the Parish Council had considered the following planning applications and works to trees, which had been submitted to South Northamptonshire Council:

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) **Resolved** that, it be noted that, since the last meeting, the following planning application had been determined by South Northamptonshire Council's Planning Committee/Planning Officers:

WNS/2022/0530/T CA

Wheelwrights, Main Street, Charlton

Tree works

Approved

12/22 Finance

- i) Parish Council Income, Uncashed Payments and Approval of Accounts for Payment - The Clerk submitted to the Parish Council, the income since the last meeting, the uncashed payments and the accounts to be paid.

Resolved that the income be noted and the following be approved for payment:

Theresa Goss – Salary and expenses for April & May 2022	
HMRC – Payments for April & May 2022	
Marcus Young Landscaping – Emptying Litter and Dog Waste Bins	£511.56
Wix.com – Village web site hosting	£144.32
Eon – Street Lighting Maintenance	£107.99
Eon – Street Lighting Maintenance	£107.99
nPower – Electricity for street lighting	£1022.21
nPower – Electricity for street lighting	£1022.21
Auditing Solutions Ltd – Final Audit report for 2021/2022	£60.00
Keith Wilks – Grass cutting at the playing field	£120.00
Mark Brown – Installation of Dog Waste Bin	£136.00
Northants Acre – Annual Subs	£35.00

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 4 May 2022 for the Unity Trust bank accounts.

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Resolved that the bank reconciliation for the Unity Trust Bank accounts be noted.

- iii) Bank Account Signatories – The Clerk reported that since the last meeting, Councillors Michael Loggin and Struan Kenton had been added as signatories to the Parish Council bank accounts.

Resolved that Councillor Michael Loggin and Struan Kenton be added as signatories on the Parish Council bank accounts. **Action TG**

- iv) Accounts 2021/2022 – The Parish Council considered the Annual Governance and Accountability Return for the year ended 31 March 2022 and the Receipts and Payments as at 31 March 2022.

Resolved that:

- i) the Receipts & Payments Account as at 31 March 2022 be approved; and
- ii) the Annual Governance Statement 2021/2022 (Section 1) and the Accounting Statement for 2021/2022 (Section 2) be approved. **Action TG**

- v) Internal Auditor's Report 2021/2022 – Prior to the meeting, the Parish Council had received the Internal Auditors final report for 2021/2022.

Resolved that:

- 1) the report and recommendations be noted; and
- 2) the Assets Register be forwarded to Councillors Phil Marshall and Wayne Rule so that photographs for each item can be included in the Register. **Action TG/WR/PM**

- vi) HM The Queen's Platinum Jubilee – The Parish Council discussed funding for events in the village, to celebrate the Platinum Jubilee.

Resolved that the cost of an oak tree to be planted in playing field to mark the Platinum Jubilee, be covered by the Parish Council. **Action PM/ML**

13/22 Correspondence – There was no further correspondence.

14/22 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 15/22 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

15/22 Clerk and Responsible Financial Officer – The Parish Council discussed the salary of the Clerk and Responsible Financial Officer for 2022/2023.

Resolved that the Clerk and Responsible Financial Officer's salary be increased to SCP 24 from 1 April 2022 and the 1.75 % national increase, agreed the previous day, be applied from 1 April 2021. **Action TG**

(The public and press were invited back into the meeting at the conclusion of this item)

16/22 Meeting Dates - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- Saturday 7 May 2022 (Annual Parish Meeting)
- 18 July 2022
- 19 September 2022
- 21 November 2022

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17/22 Items for the Next Agenda

- Poors Allotment Committee

(The meeting closed at 9.20pm)

Signed, Chairman – 18 July 2022