

# NEWBOTTLE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 18 MARCH 2024 AT 7.30PM

**PRESENT:** Councillor Michael Loggin Chairman; Councillors Linda Baker, Jordan Bolton, Mark Bracey, Kevin Ridge, Wayne Rule and Matthew Walsh.

**ALSO IN ATTENDANCE:** Theresa Goss, Clerk and Responsible Financial Officer.

**72/23 Apologies** – There were no apologies for absence.

**73/23 Declaration of Interests** – There were no declarations of interest.

**74/23 Minutes** - The minutes of the meeting held on 17 January 2024 were taken as read, duly adopted and signed by the Chairman.

**Resolved** that the minutes of the meeting held on 17 January 2024 be approved and signed by the Chairman.

**75/23 Matters Arising from the Minutes of 17 January 2024** – There were no matters arising.

**76/23 Open Forum** – There were no residents present.

*(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)*

**77/23 Reports from the Unitary Authority Councillors** – There were no reports from the West Northants Unitary Authority Councillors.

### **78/23 Village Matters**

- i) Playing Field Association (PFA) – The Chairman reported that the minutes of the previous meeting had been circulated to the Parish Council and Councillor Ridge highlighted a number of matters which had been discussed by the PFA. The next PFA meeting was being held on 16 May 2024.

**Resolved** that the report be noted.

- ii) Myers Close Play Area – Councillor Jordan Bolton reported that Kompan had submitted a quote to the Parish Council for new play equipment and so too had Sovereign. Wicksteed would be submitting a quote shortly and Councillor Bolton was also investigating grant funding for the project.

**Resolved** that the report be noted.

- iii) Farthinghoe Road – The Chairman reported that he was attending a meeting with Helen Howard from West Northants Council on Tuesday 26 March 2024 at 9.30am to discuss a proposal for a parking area on the grass verge on Farthinghoe Road, to help address the parking issues at the junction of Myers Way.

**Resolved** that the report be noted.

- iv) Hazel Haskin – The Chairman advised the Parish Council that Hazel Haskin had recently passed away and condolences would be sent to the family. A memorial service was being held on Friday 22 March 2024.

Hazel had been the Clerk to the Parish Council for many years, as well as being a member on the Committees of other village institutions, including the Cricket Club. Hazel grew up at the Rose and Crown where her parents were the landlords for more than 25 years and she would be sadly missed by all those who knew her.

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**Resolved** that the report be noted. **Action TG**

- v) Footpath Works – The Parish Council discussed cutting back the vegetation on the Green Lane footpath so that it was back to its original width. The narrowing of the footpath meant that pedestrians could not walk safely on the footpath. The County Council, as the responsible authority, had refused to undertake this work.

**Resolved** that Mick Dempsey be requested to submit a quote for widening the footpath to its original width and Councillor Mark Bracey to attend a site meeting. **Action TG/MB**

- vi) Annual Parish Meeting – The Parish Council discussed the Annual Parish Meeting being held on Monday 15 April 2024 at 7.30pm and village organisations would be invited to submit a report.

**Resolved** that the report be noted.

- vii) Litter Pick 2024 – The Parish Council discussed the annual village litter pick.

**Resolved** that the annual litter pick be held on Friday 26 April 2024 at 6pm and it be advertised in the village. **Action TG**

## 79/23 Parish Council Matters

- i) Training – The Chairman reminded 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>

**Resolved** that the report be noted.

## 80/23 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 West Northamptonshire Unity Authority:

2024/0350/FULL

High Cottage Main Street Charlton

Proposed single storey side extension, single storey rear kitchen extension and two storey sitting room and bedroom rear extension

No objections

2024/0627/FULL

Brann-dell, 1 Farthinghoe Road, Charlton

Dropped kerb application

No objections

2024/0360/FULL

1 Myers Close Charlton

Proposed first floor rear extension above the existing ground floor with internal alterations

No objections

2024/0926/TCA

Newbottle And Charlton Primary School Green Lane Charlton

To fell 1x Elm and 1x Laburnum and works to 1x Maple and the Tree across the Boundary Line

No objections

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- ii) **Resolved** that, it be noted that, since the last meeting, the following planning application had been determined by West Northants Unity Authority Planning Committee/Planning Officers: None
- iii) The Parish Council considered the following planning application:  
2024/1330/FULL  
Weldon, Brackley Road, Newbottle  
Proposed two storey side extension, loft conversion, rear roof dormer, external render finish to existing external walls, and porch with associated internal and external works.
- Resolved** that the Parish Council has no objections to application 2024/1330/FULL. **Action TG**
- iv) West Northamptonshire Local Plan – The Parish Council considered the consultation process regarding the settlement of Charlton in the Local Plan.
- Resolved** that Councillor Wayne Rule be given delegated authority to submit a response on the Local Plan on behalf of the Parish Council. **Action WR**

## 81/23 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents had been circulated to the Parish Council.

**Resolved** that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
  - 2) the receipts since the last meeting, the uncashed payments & receipts and the bank reconciliation, as at 18 March 2024 for the bank accounts at Unity Trust Bank and the Cambridge Building Society be noted; and
  - 3) it be noted that Councillor Matthew Walsh, as Councillor for monitoring the Parish Council's internal controls, has signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 18 March 2024 and the Unity Trust bank statements for February 2024.
- ii) Budget Monitoring 2023/2024 – Prior to the meeting, the Parish Council received budget monitoring report for 2023/2024.

**Resolved** that the report be noted.

**82/23 Correspondence** – There was no further correspondence.

## 83/23 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 minutes numbered 84/23 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**84/23 Clerk and Responsible Financial Officer** – The Parish Council reviewed the salary of the Clerk and Responsible Financial Officer for 2024/2025.

**Resolved** that the Clerk and Responsible Financial Officer's salary be increased to SCP 26 from 1 April 2024.  
**Action TG**

**85/23 Meeting Dates** - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- 15 April 2024 (Annual Parish Meeting)
- 20 May 2024
- 15 July 2024

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- 16 September 2024
- 18 November 2024

## 86/23 Items for Future Meetings

- Charlton Welcome Newsletter
- Bus shelter

(The meeting closed at 8.35pm)

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Signed, Chairman – 20 May 2024

DRAFT