

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 17 MARCH 2025 AT 7.30PM

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

ALSO IN ATTENDANCE: Theresa Goss, Clerk and Responsible Financial Officer and one member of the public.

Councillor Wayne Rule was not in attendance.

79/24 Apologies – There were no apologies for absence.

80/24 Declaration of Interests – There were no declarations of interest.

81/24 Minutes - The minutes of the meeting held on 20 January 2025 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 20 January 2025 be approved and signed by the Chairman.

82/24 Matters Arising from the Minutes of 20 January 2025 – There were no matters arising.

83/24 Chairman's Announcements – The Chairman did not have any announcements.

84/24 Open Forum – Samantah Axtell, Manager at Charlton and Newbottle Pre-School attended the meeting to discuss the slow progress with the repairs to the wall along the Jetty Footpath. Ms Axtell reported that due to the wall being unsafe, there was a limited amount of outdoor space for the children and this was impacting on their outdoor play routine at the Pre-School.

The Clerk advised that she had been following this up with West Northants Council and would contact Councillor Rebecca Breese to ask her to try and move the matter along more swiftly. The Clerk would share Councillor Breese's email address with Ms Axtell after the meeting so she could also make contact herself. **Action TG**

Ms Axtell was thanked for addressing the Parish Council meeting and left the meeting at this point.

85/24 Reports from Unitary Authority Councillors – The Unitary Authority Councillors were not present and did not submit a report prior to the meeting.

86/24 Village Matters

i) Jetty Footpath and Repairs to the Wall – This matter had been discussed earlier in the meeting.

Resolved that the report be noted.

ii) Playing Field and Pavilion – The Chairman reported that there had been parking issues in the village the previous Saturday, due to the Brackley Athletic football matches at the playing field.

Resolved that the report be noted and the Clerk to contact Brackley Athletic Football Club regarding the issue and requesting staggered kick off times, if this has not already been implemented. **Action TG**

iii) Myers Close Play Area – Councillor Jordan Bolton reported that sourcing grant funding continued to be an issue for the project, but he would investigate all funders which were available.

Resolved that the report be noted.

iv) Victory in Europe (VE) Day – The Parish Council discussed events to commemorate the 80th anniversary of VE Day on 8 May 2025.

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Resolved that:

- 1) a VE Day flag be purchased and flown on 8 May 2025; **Action MB**
 - 2) contact be made with the Primary School to establish their plans and whether the Parish Council can link up with their events; and **Action KR**
 - 3) investigations be made into purchasing a beacon to be lit on 8 May 2025. **Action KR**
- v) Annual Village Litter Pick – The Parish Council discussed the village litter pick for 2025.

Resolved that the litter pick be held on Friday 25 April 2025 starting at 6pm at the Memorial Hall. **Action TG**

- vi) Annual Parish Meeting – The Parish Council discussed the Annual Parish Meeting being held on Monday 14 April 2025 at 7.30pm.

Resolved that the report be noted.

87/24 Parish Council Matters

- i) Parish Council Elections 2025 – The Chairman reminded the Parish Council that Parish Council elections were being held on 1 May 2025.

Councillor Mark Bracey reported that he would not be standing at the elections on 1 May 2025 and the Councillors thanked him for all his work over the last four years.

Resolved that the report be noted.

88/24 Planning

- i) **Resolved** that, it be noted that, since the last meeting, the Parish Council had considered the following planning application and works to trees, which had been submitted to West Northamptonshire Unity Authority:
2025/0613/FULL
The Reivers, Farthinghoe Road, Charlton
Single storey side extension and front porch
No objections
- ii) **Resolved** that, it be noted that, since the last meeting, the following planning applications had been determined by West Northants Unity Authority Planning Committee/Planning Officers:
2024/2934/FULL
The Green, Brackley Road, Newbottle, Charlton
Proposed rebuilding of front garage extension and south gable end. Two storey rear and side extensions with associated works
Permitted

2025/0110/TCA
Walnut House Main Street Charlton
Felling of 1 x Willow Tree & 2 x Beech Trees Coppice of 2 x Hazel Trees & 1 x Wild Cherry
Permitted
- iii) The Parish Council considered an application at 2025/0959/FULL at The Old Farm House, Hogg Lane, Charlton for an extension and remodelling of existing dwelling; addition of new garage building with guest suite and home office, and new access drive and parking court; conversion of existing stables building to pool house and associated pool; replacement storage garage; and associated landscaping

Resolved that the Parish Council has no objections to application 2025/0959/FULL. **Action TG**

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89/24 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 & uncashed receipts and the bank reconciliation, as at 17 March 2025 for the bank accounts at Unity Trust Bank be noted; and
- 3) it be noted that Councillor Matthew Walsh, as Councillor for monitoring the Parish Council's internal controls, will sign the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 28 February 2025 and the Unity Trust bank statements for February 2025.

- ii) Budget Monitoring 2024/2025 – The Parish Council considered the budget monitoring report for 2024/2025.

Resolved that the report be noted.

- iii) Grant for Cemetery Maintenance 2025/2026 – The Parish Council discussed the request from the Parochial Church Council to increase their Parish Council grant for 2025/2026 for maintenance of the Cemetery.

Resolved that the increase be approved in principle, however more details are required before a decision on an increase can be made. **Action TG**

90/24 Correspondence – There was no further correspondence.

91/24 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 92/24 & 93/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

92/24 Clerk and Responsible Financial Officer – The Parish Council reviewed the salary of the Clerk and Responsible Financial Officer for 2025/2026.

Resolved that the Clerk and Responsible Financial Officer's salary be increased to SCP 28 from 1 April 2025.
Action TG

93/24 Payroll Services for 2025/2026 – The Parish Council considered two quotes for payroll services for 2025/2026.

Resolved that the quote from Handleys Accountants be accepted for payroll services for 2025/2026. **Action TG**

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

94/24 Meeting Dates - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- 14 April 2025 (Annual Parish Meeting)
- 19 May 2025
- 21 July 2025
- 15 September 2025
- 17 November 2025

(The meeting closed at 8.30pm)

Signed, _____
Chairman – 19 May 2025