

# NEWBOTTLE PARISH COUNCIL

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

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

**ALSO IN ATTENDANCE:** Theresa Goss, Clerk and Responsible Financial Officer and two members of the public.

**48/24 Apologies** – Councillor Kevin Ridge submitted his apologies because he was on holiday.

**Resolved** that the apologies from Councillor Kevin Ridge be approved and the absences authorised.

**49/24 Declaration of Interests** – There were no declarations of interest.

**50/24 Minutes** - The minutes of the meeting held on 16 September 2024 were taken as read, duly adopted and signed by the Chairman.

**Resolved** that the minutes of the meeting held on 16 September 2024 be approved and signed by the Chairman.

**51/24 Matters Arising from the Minutes of 16 September 2024** – There were no matters arising.

### **52/24 Chairman's Announcements**

- Bob Whitrow – Ex-Councillor Bob Whitrow passed away on 19 September 2024. The Parish Council expressed its thanks to Bob for all his work on the Parish Council over many years and sent its condolences to his family.
- Grass Verges – Northants Police had been in contact with residents on Farthinghoe Road regarding vehicles being driven over grass verges

**53/24 Open Forum** – A resident attended the meeting and requested that the Parish Council erected hedgehog warning signs around the village. There had been recent incidents where hedgehogs had been run over by vehicles and drivers needed to be made aware of them being in the area. The resident also requested that there were signs warning drivers about the presence of toads too.

Another resident addressed the Parish Council with regard to a recent planning application at his property. The Parish Council had not yet been consulted by West Northants Council.

The residents were thanked for addressing the Parish Council.

**54/24 Hedgehog signs** – The Parish Council discussed the request from a resident for signs to be erected around the village, warning drivers of the presence of hedgehogs and toads in the village.

**Resolved** that:

- 1) the report be noted;
- 2) toad and hedgehog warning signs be purchased and erected on the village gateways in the spring and they be taken down in the autumn.

### **Action TG**

**55/24 Reports from Unitary Authority Councillors** – The Unitary Authority Councillors were not present and did not submit a report prior to the meeting.

### **56/24 Village Matters**

- i) Jetty Footpath – The Clerk advised that West Northants Council was working on the design for the repairs to the wall and more details would be available in the next few weeks.

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**Resolved** that the report be noted.

- ii) Playing Field and Pavilion – The Chairman reported that a quiz was being held on Monday 25 November 2024 and the next meeting of the Playing Fields Association was being held next month.

**Resolved** that the report be noted.

- iii) Myers Close Play Area – Councillor Jordan Bolton reported that the cost of the project would be approximately £25,000 and he was continuing to investigate grant funding.

**Resolved** that the report be noted.

- iv) 20mph Speed Restrictions – The Parish Council discussed a request for 20mph speed restrictions and/or advisory signs in the village. West Northants Council had already advised the Parish Council that it would not support 20mph speed restrictions in the village.

The Chairman reported that residents had indicated they would like the 20mph advisory signs to be erected in the village and the Chairman would be doing so in the coming weeks.

**Resolved** that:

- 1) the report be noted;
- 2) if it is available, traffic data be downloaded from the VAS located on Farthinghoe Road; and
- 3) investigations be made into a traffic survey conducted by West Northants Council at the four entry points to the village.

**Action TG**

## 57/24 Parish Council Matters

- i) Civility and Respect Pledge – The Parish Council discussed adopting the National Association of Local Council's Civility and Respect Pledge.

**Resolved** that the Parish Council adopts the Civility and Respect Pledge.

- ii) Sexual and General Harassment Policy & Procedure – The Parish Council considered a policy relating to Sexual and General Harassment.

**Resolved** that the Sexual and General Harassment Policy be approved.

- iii) Enabling Remote Attendance and Proxy Voting at Local Government Meetings – The Clerk reminded Councillors that they could make comments on the Government's consultation.

**Resolved** that the report be noted and the link be circulated again to the Parish Councillors. **Action TG**

## 58/24 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: None
- 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: None
- iii) **Resolved** that, it be noted that, an amendment had been submitted to the West Northants Unity Authority for an application at The Green, Brackley Road, Charlton.

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## 59/24 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 18 November 2024 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 31 October 2024 and the Unity Trust bank statements for October 2024.

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

**Resolved** that the report be noted.

- iii) Budget and Precept 2025/2026 – The Parish Council discussed the Budget and Precept for 2025/2026

**Resolved** that the Budget for 2025/2026 be approved and the Precept for 2025/2026 be approved at £16,000. **Action TG**

- iv) External Auditor 2023/2024 – The Parish Council considered the External Auditor's Report and the Conclusion of the Audit for 2023/2024.

**Resolved** that the External Auditor's report be noted and approved and the Conclusion of the Audit for 2023/2024 be noted.

**60/24 Correspondence** – There was no further correspondence.

## 61/24 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 minute numbered 62/24 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

**62/24 Staffing Matters** – The Clerk reported that the National Joint Council for Local Government Services had reached a pay agreement and advised on the increase in salary for the Clerk & Responsible Financial Officer, which was back dated to 1 April 2024.

**Resolved** that the report be noted and salary for the Clerk & Responsible Financial Officer be amended to reflect the agreed increase and it be back dated to April 2024. **Action TG**

**63/24 Meeting Dates** - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- 20 January 2025
- 17 March 2025
- 21 April 2025 (Annual Parish Meeting)
- 19 May 2025

(The meeting closed at 8.25pm)

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Signed, Chairman – 20 January 2025