

NEWBOTTLE PARISH COUNCIL

MONDAY 15 JULY 2019

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

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2 July 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 15 July 2019 at 7.30pm** at the Memorial Hall, Charlton to transact the business set out in the Agenda below, and you are summoned to attend.

Councillor R Breese has been invited to attend as District Councillor and County Councillor.

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. **Minutes** - To approve the minutes of the meeting held on 20 May 2019. **(Attached)**
4. **Matters Arising** - To discuss any issues arising from the minutes of the meeting held on 20 May 2019.
5. **Residents Issues** - Residents of the village are invited to raise any items which concern the Parish. **(Maximum of ten minutes in total for this item)**
6. **Reports from District and County Councillors** - To receive reports from the District and County Councillors.
7. **Village Matters**
 - i) Playing Field and Pavilion – To receive an update on progress with the project and also discuss the responsibility for the grass cutting.
 - ii) Sponsor a PCSO – To discuss the Northants Police ‘Sponsor a PCSO’ Initiative.
 - iii) Street Lighting – To discuss the street lighting in the village.
 - iv) VAS – To receive an update on the meeting between Councillor Adrian Kelly and Steve Barber, Northants Highways with regard to the VAS on Farthinghoe Road.
 - v) Pools Allotment Charity – To receive an update on the Pools Allotment Charity.
 - vi) Draft Rights of Way Improvement Plan (2018 – 2028) - To make comments on the Plan. Detail can be

found at <https://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/rights-of-way/Pages/rights-of-way-improvement-plan-page.aspx>

8. Planning

- i) To note the planning applications considered by the Parish Council, since the last meeting:
S/2019/1024/PA
Manor Farm Newbottle OX17 3DD
Determination as to whether prior approval is required (under Class R of Part 3 of the above Order) for the change of use of an agricultural building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure in respect of: the transport and highways impacts of the development; noise impacts of the development; contamination risks on the site; flooding risks on the site; whether the siting and location of the building makes it impractical or undesirable to change the use
No comments
- ii) To note the results of planning applications determined by South Northamptonshire Council's Planning Committee/Planning Officers:
None
- iii) To note the works to trees (for information only)
None
- iv) S/2019/1210/RES
Land off Hogg Lane, Charlton
Application for the approval of reserved matters comprising of layout, scale, appearance, landscaping, drainage and access, development approved under outline planning permission S/2018/0036/OUT Two detached dwellings (outline)

9. Parish Council Matters

- i) Parish Council Documents – To review the following Parish Council documents, which are available to view on the Parish Council web site <https://www.newbottleparishcouncil.co.uk/documents.php?catid=2>
 - Asset Register
 - Risk Management Log and Risk Schedule
 - Financial Regulations
 - Standing Orders
 - Complaints Policy
 - Vexatious Complaints Procedure
 - Freedom of Information Policy
 - Dispute Resolution Process
 - Dignity at Work Policy
 - Grievance Procedure
 - Data Breach Policy
 - Data Protection Policy
 - Records Retention Policy
 - Subject Access Request Procedure
 - Press and Media Policy

10. Finance

- i) Approval of Accounts for Payment - To approve the accounts for payment. **(To follow)**
- ii) Bank Reconciliation - To note the bank reconciliation. **(To follow)**
- iii) Internal Audit 2018/2019 – To consider and approve the Statement of Internal Control 2018/2019 and the Effectiveness of the Internal Audit 2018/2019. **(To follow)**

11. **Correspondence** - To circulate any items of correspondence.
12. **Meeting Dates** - Future meeting dates are as follows, and will commence at 7.30pm at the Memorial Hall, Charlton unless stated otherwise:
 - No meeting in August 2019
 - 16 September 2019
 - No meeting in October 2019
 - 18 November 2019
 - No meeting in December 2019
13. **Items for the Next Agenda/Items of Information**