

NEWBOTTLE PARISH COUNCIL

MONDAY 17 MAY 2021

Clerk & Responsible Financial Officer
Theresa Goss
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11 May 2021

Dear Councillor,

The Annual Meeting of the Parish Council will be held on Zoom on **Monday 17 May 2021 at 7.30pm** to transact the business set out in the Agenda below, and you are summoned to attend.

County and District Councillor Rebecca Breese is also invited to attend, along with District Councillor Rosie Herring and Richard Solesbury-Timms

The Zoom joining details are as follows:

<https://us02web.zoom.us/j/81218105786?pwd=eEVWM21yYUNVWVJxbkovRkdPMnF5UT09>

Meeting ID: 812 1810 5786
Passcode: 933428

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

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. **Appointment of Chairman 2021/2022** – To appoint a Chairman for 2021/2022.
3. **Appointment of Vice-Chairman 2021/2022** - To appoint a Vice-Chairman for 2021/2022.
4. **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.
5. **Minutes** - To approve the minutes of the meetings held on 15 March 2021 and 26 April 2021.
(Attached)
6. **Matters Arising** - To discuss any issues arising from the minutes of the meeting held on 15 March 2021 and 26 April 2021.
7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.
(Maximum of ten minutes in total for this item)

8. **Reports from District and County Councillors** - To receive a report from the District and County Councillor.

9. **Village/Environment Matters**

i) Playing Field and Pavilion – To discuss the future of the play field and pavilion. **(Email previously circulated)**

ii) Village Litter Pick – To note that the village litter pick is being held in September 2021.

10. **Parish Council Matters**

i) Parish Council Responsibilities – To allocate the following responsibilities to Councillors:

- Playing Field
- VAS on Farthinghoe Road
- Monthly monitoring of the play areas (playing field and Myers Close)
- Financial Monitoring

ii) Code of Conduct – To approve a new Code of Conduct. **(To follow)**

iii) 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>:

- Asset Register
- Risk Management Log and Risk Schedule
- Financial Regulations
- Standing Orders
- Code of Conduct
- 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
- Safeguarding Policy
- Training Policy

iv) Training – To discuss training for Parish Councillors. **(Training Policy attached)**

11. **Planning**

i) To note the planning applications considered by the Parish Council, since the last meeting:

S/2021/0525/FUL

Greystones Main Street Charlton

Replacement of existing single storey garage rear/side extension .Replacement of a 7m stretch of wrought iron railings with traditional stone built wall to match existing on street facing garden boundary.

No comments

WNS/2021/0071/FUL

Estate Office, Forceleap Farm Road To Hinton Airfield, Newbottle
Cattle Shed
No comments

WNS/2021/0136/FUL

Greystones Main Street, Charlton
Replacement of existing single storey garage with new built extension providing entrance hall, storage and utility areas to side. Permission also requested for replacement of 7m stretch of wrought iron railings with traditional stone built wall to match existing on street facing garden boundary
No comments

- ii) To note the results of planning applications determined by South Northamptonshire Council's Planning Committee/Planning Officers:

S/2020/2391/RES

Land off Hogg Lane Charlton

Variation of conditions 1 (Plans) 2 & 3 (materials) 4 (metre housings) 5 (driveway details) 6 (floor levels), 7 (Construction details) and 8 (water drainage) of S/2019/1210/RES (Application for the approval of reserved matters comprising of layout, scale, appearance, landscaping, and drainage, development approved under outline planning permission S/2018/0036/OUT Two detached dwellings (outline) Additional floorspace within the roof and roof lights on rear elevations
Approved

S/2021/0067/MAF

Manor Farm, Charlton

Variation of Condition 2 plans - S/2020/0468/MAF, Variation of condition 2 (plans) of S/2018/2627/MAF
Approved

- iii) To note the works to trees (for information only): None
iv) To consider the following application:

WNS/2021/0273/FUL

2 Farthinghoe Road Charlton

Ground floor extension to side and first floor extension to rear of property

12. Finance

- i) General Power of Competence – To pass the following resolution:

Resolved that Newbottle Parish Council meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk and has the General Power of Competence.

The General Power of Competence gives councils the power to do anything an individual can do, provided it is not prohibited by other legislation. The criteria is that a Parish Council must have two thirds of its Councillors appointed by an election and a Clerk who has the Certificate in Local Council Administration. (CiLCA). For more information visit:

<https://www.local.gov.uk/sites/default/files/documents/general-power-competence--0ac.pdf>

- ii) Parish Council Income and Approval of Accounts for Payment - To note the income from 1 April 2021 and approve the accounts for payment. **(To follow)**
iii) Bank Reconciliation - To note the bank reconciliation. **(To follow)**
iv) Bank Signatories – To consider changing the Parish Council bank account to Unity Trust Bank and approving the bank account signatories.

13. **Correspondence** - To circulate any further items of correspondence.

14. **Meeting Dates** - Future meeting dates for Newbottle Parish Council are stated below. They will commence at 7.30pm and will be held on Zoom until further notice. Please contact the Clerk for the joining details.

- 19 July 2021
- 20 September 2021
- 15 November 2021

15. **Items for the Next Agenda/Items of Information**