

NEWBOTTLE PARISH COUNCIL

MONDAY 20 NOVEMBER 2023

Clerk & Responsible Financial Officer
Theresa Goss
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14 November 2023

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 20 November 2023 at 7.30pm** at the Memorial Hall, Main Road, Charlton to transact the business set out in the Agenda below, and you are summoned to attend.

West Northamptonshire Council (Unity Authority) Councillors Rebecca Breese, Rosie Herring and Richard Solesbury-Timms are also invited to attend, along with District Councillors

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

AGENDA

1. **Apologies for absence** - To receive any apologies for absence from the meeting. **7:30pm**
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.
7:30pm - 7:35pm
3. **Minutes** - To approve the minutes of the meeting held on 18 September 2023. **(Attached)**
7:35pm – 7:40pm
4. **Matters Arising** - To discuss any issues arising from the minutes of the meeting held on 18 September 2023.
7:40pm – 7:45pm
5. **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)
7.45pm – 7:55pm
6. **Reports from District and County Councillors** - To receive reports from the West Northamptonshire (Unity Authority) Councillors.
7:55pm – 8:05pm
7. **Village/Environment Matters**
8:05pm – 8:25pm
 - i) **Playing Field and Pavilion** – To receive an update from Playing Fields Association (PFA).

- ii) Myers Close Play Area – To discuss new equipment for the play area.
- iii) 20mph Speed Restrictions in Charlton – To discuss a proposal for 20mph speed restrictions in the village following a meeting with a West Northants Council Highway Officer.
- iv) Asset of Community Value – To receive an update on the proposal to register the Rose and Crown PH as an Asset of Community Value.

8. **Parish Council Matters**
8:25pm – 8:35pm

- i) Training – To remind 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>
- ii) Reserves Policy – To approve the Parish Council's Reserves Policy. **(To follow)**
- iii) Publication Policy – To approve the Parish Council's Publication Policy. **(To follow)**

9. **Planning**
8:35pm – 8:40pm

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

2023/6046/LBC

Holly House Drury Lane Charlton

Listed Building Consent for removal and replacement of 5 no existing timber sash windows to the garden facade.

No objections

2023/6452/FULL

Memorial Hall, Main Street, Charlton

Erection of a flagpole

Support

2023/7221/FULL

Cornerstone Farthinghoe Road Charlton

Replacement dwelling

No objections

2023/7280/TCA

Hunters, Hatch Main, Street Charlton

T1 - Walnut - Crown Reduction by 1.5m, Crown Lift Away from Driveway Entrance, Public Lane and Garden Boundary Wall by 3m

No objections

- ii) To note the planning application decision made by West Northants Council, since the last meeting:

2023/5744/FULL

21 Cartwright Road, Charlton

Extension to side and rear of existing, new driveway and associated landscaping works

Approved

2023/6452/FULL

Memorial Hall, Main Street, Charlton

Erection of a flagpole

Approval

10. **Finance**
8:40pm – 9:00pm

- i) Parish Council Income, Uncashed Payments & Receipts and Approval of Accounts for Payment - To note the income since the last meeting, the uncashed payments and approve the accounts for payment. **(To follow)**
- ii) Bank Reconciliation - To note the bank reconciliation. **(To follow)**
- iii) Budgeting Monitoring 2022/2023 – To note the budget monitoring report from April 2023 to November 2023. **(To follow)**
- iv) Conclusion of External Audit – To note the conclusion of the External Audit for 2022/2023 and note the External Auditor's report. **(To follow)**
- v) Internal Auditor – To appoint Auditing Solutions Ltd as the Internal Auditor for 2023/2024.
- vi) Budget & Precept 2024/2025 –To agree the Budget and Precept for 2024/2025. **(To follow)**
- 11. **Correspondence** - To circulate any further items of correspondence.
9:00pm – 9:10pm
- 12. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 13 & 14 on the grounds that it could involve the likely disclosure of private and confidential information.
9:10pm
- 13. **Staffing Matters** – To note that the National Joint Council for Local Government Services has reached a pay agreement and to approve the increase in salary for the Clerk & Responsible Financial Officer, which is back dated to 1 April 2023.
9:10pm – 9:15pm
- 14. **Grass Cutting Contract 2024/2025** – To discuss the grass cutting contract for 2024/2025. **(Quote to follow)**
9:15pm – 9:20pm
- 15. **Meeting Dates** - Future meeting dates for Newbottle Parish Council are stated below. They will commence at 7.30pm at the Memorial Hall, Charlton.
15 January 2024
18 March 2024
15 April 2024 (Annual Parish Meeting)
20 May 2024
15 July 2024
16 September 2024
18 November 2024
9:20pm
- 16. **Items for the Next Agenda/Items of Information 9:20pm**