

NEWBOTTLE PARISH COUNCIL

MONDAY 28 NOVEMBER 2022

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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21 November 2022

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 28 November 2022 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.

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

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. **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 19 October 2022. **(Attached)**
4. **Matters Arising** - To discuss any issues arising from the minutes of the meeting held on 19 October 2022.
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)**
6. **Reports from District and County Councillors** - To receive reports from the District and County Councillors.
7. **Village/Environment Matters**
 - i) **Playing Field and Pavilion** – To receive an update from Playing Field Association (PFA) and to discuss the Lease, Terms of Reference and the removal of play equipment.
 - ii) **Flag Pole** – To discuss erecting a Flag Pole in the village.
 - iii) **Street Lighting** – To receive an update on the progress with the street lighting review.

iv) Pools Allotment Committee – To receive a report on the Pools Allotment Committee.

8. **Parish Council Matters**

i) Vacancies – To consider any applications for co-option onto the Parish Council.

ii) 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>

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

- Monthly monitoring of the Myers Close play area
- Financial Monitoring

9. **Planning**

i) To note the planning applications considered by the Parish Council, since the last meeting: None

ii) To note the planning application decision made by West Northants Council, since the last meeting: None

10. **Finance**

i) Parish Council Income, Uncashed Payments 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 – To note the budget monitoring report from April to November 2022. **(To follow)**

iv) Conclusion of External Audit – To note the conclusion of the External Audit for 2021/2022 and note the External Auditor's report. **(To follow)**

v) Appointment of Internal Auditor 2022/2023 – To discuss the appointment of the Internal Auditor for 2022/2023.

vi) Budget and Precept 2023/2024 – To agree the Parish Council budget and precept for 2023/2024. **(To follow)**

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

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 item numbered 13 on the grounds that it could involve the likely disclosure of private and confidential information.

13. **Staffing Matters** – To note matters relating to the Clerk and Responsible Financial Officer.

12. **Meeting Dates** - Future meeting dates for Newbottle Parish Council are stated below. They will commence at 7.30pm at the Memorial Hall, Charlton.

- Monday 16 January 2023
- Monday 20 March 2023
- Monday 17 April 2023 (Annual Parish Meeting)
- Monday 15 May 2023
- Monday 17 July 2023
- Monday 18 September 2023
- Monday 20 November 2023

13. Items for the Next Agenda/Items of Information