

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 15 JULY 2019 AT 7.30PM

PRESENT: Councillors Linda Baker, Andrea Gladden, Adrian Kelly, Michael Loggin and Diana Sheasby.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), James Love, Radd Seiger and Sam Axtell.

APOLOGIES: Parish Councillor Andrew Woods submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Parish Councillor Richard Bland submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

In the absence of the Chairman, Councillor Michael Loggin chaired the meeting.

16/19 Declaration of Interests – There were no declarations of interest.

S/2019/1210/RES, Land off Hogg Lane, Charlton – Councillor Linda Baker declared an interest in this item because she was a resident of Hogg Lane.

17/19 Minutes - The minutes of the meeting held on 20 May 2019 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 20 May 2019 be approved and signed by the Chairman.

18/19 Matters Arising from the Minutes of 20 May 2019 – There were no matters arising.

19/19 Reports from County and District Councillors - There was no report from the County & District Councillor Rebecca Breese.

20/19 Open Forum – Radd Seiger attended the meeting in his capacity as Chairman of the Pre-School. He advised the meeting that the Pre-School could provide a much better service if it had a purpose built facility. The issue with the current facility was the lack of outdoor space for the children to play, which limited the activities which the children were able to do.

Sam Axtell reported that she had been in discussion with the Head Teacher of the Primary School with regard to possibly moving to their site, however at a recent meeting of the Pre-School Committee, Alice Townsend had suggested that the Pre-School could be combined with the new pavilion.

Other sites in the village had been investigated but there was nothing suitable. Radd advised that he had met with James Loves from the Cricket Club and he agreed that it would be a good idea to investigate further, a joint venture.

The Parish Council confirmed that it supported further investigations being made into a joint pavilion project, including the Cricket Club, Football Club and Pre-School.

The Parish Council queried whether the Cricket Club and Football Club paid any rent for use of the playing field. The Clerk would clarify this with Councillor Andrew Woods. **Action TG**

The Chairman thanked Radd and Sam for attending the meeting and they left at this point.

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James Love arrived at the meeting and advised that he had contacted two people about providing support to the pavilion project by way of investigating grant funding, however, they had not been able to help.

The Clerk suggested that she could contact Sarah Burns at South Northants Council for advice on suitable companies who provided this type of service. **Action TG**

James also confirmed that he was supportive of the Pre-School being involved with the project for a new pavilion.

21/19 Village Matters

- i) Playing Field and Pavilion – The Clerk reported that a request had been made for use of the playing field for an exercise class on a Thursday evening. Sam Axtell had agreed to contact Keith Wilks to discuss the issue and the Clerk would contact Sean Pankhurst about a potential clash with the junior football training, which usually took place on a Thursday evening.

Resolved that the report be noted.

- ii) Sponsor a PCSO – The Clerk reported that she had contacted local Parish Councils with regard to the 'Sponsor a PCSO' Scheme and Middleton Cheney and Farthinghoe Parish Councils would not be interested in the Scheme. However, Aynho Parish Council would be discussing the matter at its Ward meeting and the Clerk would feedback to the Parish Council in due course.

Resolved that the report be noted.

- iii) Street Lighting – The Chairman asked the Parish Council to defer this item to the next meeting.

Resolved that this item be deferred to the next meeting of the Parish Council. **Action TG**

- iv) VAS on Farthinghoe Road – The Parish Council received an update from Councillor Adrian Kelly following contact with Steve Barber at Northants Highways regarding the VAS on Farthinghoe Road. Mr Barber had subsequently spoken to the supplier and it appeared that the sign was working correctly.

Resolved that the report be noted.

- v) Poors Allotment Charity – Councillor Linda Baker gave an update on the Poors Allotment Charity.

Resolved that the report be noted.

- vi) Draft Rights of Way Improvement Plan (2018 – 2028) – The Parish Council been invited to make comments on the Draft Rights of Way Improvement Plan (2018 – 2028). Details could be found at: <https://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/rights-of-way/Pages/rights-of-way-improvement-plan-page.aspx>

Resolved that no comments be made on the Draft Rights of Way Improvement Plan (2018 – 2028) and Sir Paul Hayter also be invited to make comments on the Plan. **Action TG**

22/19 Planning

- i) **Resolved** that, it be noted that, since the last meeting, the Parish Council had considered the following planning applications and works to trees, which had been submitted to South Northamptonshire Council. 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

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No comments

- ii) **Resolved** that, it be noted that, since the last meeting, the following planning application had been determined by South Northamptonshire Council's Planning Committee/Planning Officers.
None
- iii) 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)
Objection

23/19 Parish Council Matters

- i) Parish Council Documents – The Parish Council reviewed a number of documents, which were available to view on the Parish Council web site <https://www.newbottleparishcouncil.co.uk/documents.php?catid=2>

Resolved that the following documents be approved for 2019/2020:

- Asset Register
- 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

24/19 FINANCE

- i) Accounts - The Clerk submitted to the Parish Council, the accounts to be paid.

Resolved that the following accounts be approved for payment:

T Goss – Salary July 2019	£126.20
T Goss – Expenses for July 2019	£5.67
HMRC – July 2019 payment	£31.60
T Goss – Salary August 2019	£126.20
HMRC – August 2019 payment	£31.60
South Northants Area Support Team – Neighbourhood Watch	£20.00
Eon – Street lighting maintenance	£107.99

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 15 July 2019 for the Lloyds TSB bank accounts.

Resolved that the bank reconciliation for the Lloyds TSB bank accounts be noted.

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- iii) Internal Audit 2018/2019 – Prior to the meeting, the Statement of Internal Control and Review of the Effectiveness of the Internal Audit had both been circulated to the Parish Council.

Resolved that Statement of Internal Control and Review of the Effectiveness of the Internal Audit for 2018/2019 be approved.

25/19 MEETING DATES - The Parish Council noted the following meeting dates, all commencing at 7.30pm at Charlton Memorial Hall (unless otherwise stated):

- No meeting in August 2019
- 16 September 2019
- No meeting in October 2019
- 18 November 2019
- No meeting in December 2019

26/19 ITEMS FOR THE FUTURE AGENDAS

1. Sponsor a PCSO
2. Charging policy for the playing field

(The meeting closed at 8.25pm)

Signed, Chairman – 16 September 2019