

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON MONDAY 15 MARCH 2021 AT 7.30PM

PRESENT: Chairman: Councillor Andrew Woods; Councillors Linda Baker, Andrea Gladden and Diana Sheasby.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer).

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

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

71/20 Declaration of Interests – There were no declarations of interest.

72/20 Minutes - The minutes of the meetings held on 25 January 2021 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meetings held on 25 January 2021 be approved and signed by the Chairman.

73/20 Matters Arising from the Minutes of 25 January 2021 – There were no matters arising.

74/20 Open Forum – A resident attended the meeting because he was intending to stand as a candidate in the Parish Council elections on 6 May 2021. The Chairman asked the Clerk to forward to the resident, the nomination papers. **Action TG**

75/20 Reports from County and District Councillors - There was no report from the County & District Councillor Rebecca Breese.

76/20 Village Matters

i) Playing Field and Pavilion – There was no update on the pavilion project. The Chairman reported that there had been a leak at the pavilion which had now been rectified.

Resolved that the report be noted.

ii) Newbottle & Charlton Annual Parish Meeting (APM) 2021 – The Clerk reported that the village organisations had been invited to attend the APM to report on their work over the last 12 months. The meeting would be held on Zoom.

Resolved that the report be noted.

iii) Village Litter Pick – The Clerk reported that Sir Paul Hayter had suggested that this year, the village litter pick would be held in September 2021.

Resolved that the Parish Council supports the litter pick being held in September 2021. **Action TG**

iii) Vehicle Activated Sign (VAS) on Farthinghoe Road – The Parish Council discussed who would take responsibility for the VAS on Farthinghoe Road, now that Arian Kelly had stepped down from the Parish Council.

Resolved that this decision be taken by the Parish Council after the elections and the matter be deferred to the Annual Parish Council meeting in May 2021. **Action TG**

77/20 Parish Council Matters

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- i) Parish Council Elections, 6 May 2021 – The Parish Council was advised that the closing date for nominations was 8 April 2021 and a number of Councillors advised that they would not be standing as a candidate in the election.

Resolved that the report be noted and information be circulated in the village regarding the need for new Councillors in May 2021. **Action TG**

78/20 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:

S/2021/0169/FUL

Forceleap Farm Estate Office, Forceleap Farm Road to Hinton Airfield, Newbottle

Roofing one of the existing silage clamps

No objection from the Parish Council

S/2021/0172/FUL

Ancillary Building, Bell Cottage, Farthinghoe Road, Charlton

Alteration and extension to ancillary garden building

No objection from the Parish Council

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 (New agricultural grain store) Reduce footprint of the building and elevation design) to further reduce footprint and amend elevation design

No objection from the Parish Council

S/2020/2394/FUL

Hunters Hatch, Main Street, Charlton

Part demolition of existing single storey. Proposed two-storey and part single storey rear extension, and demolition of garage with erection of single storey oak framed carport with ancillary space above.

Observations from the Parish Council

- 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. Committee/Planning Officers:

S/2021/0296/TCA

Middle-earth Post Office Main Street Charlton

T1 - Macrocarpa – Fell

Approved

S/2021/0288/TCA

Greystones Main Street Charlton

G1 group - Beech – fell

Approved

79/20 Finance

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

Resolved that the following be approved for payment:

Theresa Goss – Salary & expenses for March 2021	
HMRC – Payment for March 2021	
Information Commissioner's Office – Data Protection Registration	£40.00

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Dale Plumbing and Heating – Plumbing at the Pavilion	£60.00
Eon – Street lighting repairs	£2475.52
CPRE – Annual Subs	£36.00
Auditing Solutions Ltd – Interim Internal Audit 2020/2021	£180.00
Northants County Council – Pole for VAS	£918.62
Adderbury Parish Council – Use of Zoom Account	£7.20

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 15 March 2021 for the Lloyds TSB bank accounts.

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

- iii) Internal Auditor's Interim Report 2020/2021 – Prior to the meeting, the Internal Auditor's interim report for 2020/2021 had been circulated to the Parish Council.

Resolved that the report and recommendations be noted.

80/20 Correspondence – The Clerk reported that a suggestion had been made by a resident that an old style red phone box could be utilised in the village as a book store or to house a defibrillator. However, earlier in the day, Councillor Richard Bland had advised these phone boxes had to already be located in the village if they were going to be utilised. Unfortunately this was not the case in Charlton and the matter would not be progressed any further.

Councillor Andrea Gladden reported that the village defibrillator was located at the Primary School. The Clerk was asked to contact the Primary School to confirm whether they were completing the maintenance checks on the unit. **Action TG**

81/20 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 82/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

82/20 Clerk & Responsible Financial Officer - The Parish Council completed a review of the salary for the Clerk and Responsible Financial Officer for 2021/2022.

Resolved that the salary for the Clerk and Responsible Financial Officer, be moved up to point 23 from 1 April 2021. **Action TG**

83/20 Meeting Dates - The Parish Council noted the following meeting dates, all commencing at 7.30pm at on Zoom:

- 19 April 2020 (Annual Parish Meeting)
- 17 May 2021
- 19 July 2021
- 20 September 2021
- 15 November 2021

84/20 Items for the Next Agenda

- Vehicle Activated Sign (VAS) on Farthinghoe Road

(The meeting closed at 8.00pm)

Signed, Chairman – 17 May 2021