

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON WEDNESDAY 19 OCTOBER 2022 AT 7.30PM

PRESENT: Councillor Michael Loggin Chairman; Councillors Struan Kenton and Wayne Rule.

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

33/22 Apologies – Councillor Linda Baker submitted her apologies because she was unwell.

Councillor Mark Bracey submitted his apologies because he was at work.

Councillor Kevin Ridge submitted his apologies because he was on holiday.

Resolved that the apologies from Councillors Linda Baker, Mark Bracey and Kevin Ridge be accepted and the absences be authorised.

34/22 Declaration of Interests – There were no declarations of interest.

35/22 Minutes - The minutes of the meeting held on 18 July 2022 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 18 July 2022 be approved and signed by the Chairman.

36/22 Matters Arising from the Minutes of 18 July 2022 – There were no matters arising.

37/22 Open Forum – There were no residents present at the meeting.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)

38/22 Reports from County and District Councillors – There were no reports from the County and District Councillors.

39/22 Village Matters

i) Playing Field and Pavilion – Prior to the meeting, the Clerk had circulated to the Parish Council, an update on the work of the Playing Fields Association (PFA).

The Clerk confirmed that the outstanding electricity and water bills had been paid and the Clerk was thanked by the Parish Council for her work to resolve these issues.

Resolved that:

- 1) the report be noted;
- 2) it be confirmed that the Playing Fields Association will be a Sub-Committee of the Parish Council;
- 3) the Terms of Reference be agreed with the PFA and these be confirmed at the next Parish Council meeting;
- 4) the £3000 of match funding for the perimeter fencing from the Parish Council, be transferred from the Parish Council bank account to PFA bank account;
- 5) the £3000 be ring fenced by the PFA, to be spent on the perimeter fencing only and permission be sought from the Parish Council, if the funds are no longer required for the fencing and the PFA wish to spend it on another item; and
- 6) once the perimeter fencing has been erected, details of the costings be forwarded to the Parish Council by the PFA.

ii) Flag Pole – In the absence of Councillor Mark Bracey, there was no report on this matter.

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Resolved that this item be deferred to the next meeting. **Action MB/TG**

- iii) Street Lighting – The Clerk reported that she had been in touch with Eon that day and the order was ready to be processed. However, given Councillor Kevin Ridge had been managing the project, the Clerk had requested that the order not be processed until Councillor Ridge had returned from his holiday. Therefore, progress should be made in the next couple of weeks.

Resolved that the report be noted.

- iv) Poors Allotment Committee – In the absence of Councillor Linda Baker, there was no report on this matter.

Resolved that this item be deferred to the next meeting. **Action LB/TG**

40/22 Parish Council Matters

- i) Training – The Chairman reminded Councillors about the Parish Council's training policy and the need to undertake training courses.

Resolved that the report be noted.

- (ii) Parish Council Responsibilities – The Parish Council reviewed a number of responsibilities for Councillors to fulfil.

Resolved that the following appointments be approved for 2022/2023:

- Monthly monitoring of the Myers Close play area – Defer to the next meeting.
- Financial Monitoring – Defer to the next meeting.

41/22 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:

WNS/2022/1791/FUL
Jellicle House Main Street, Charlton
Single storey rear extension and garage conversion
No objections

WNS/2022/1814/FUL
Hinton In The Hedges Airfield Road To Walltree Farm Steane
Permanent use/storage of filming equipment associated with skydiving simulator
No objections

- 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

42/22 Finance

- i) Parish Council Income, Uncashed Payments and Approval of Accounts for Payment - The Clerk submitted to the Parish Council, the income since the last meeting, the uncashed payments and the accounts to be paid.

Resolved that the income be noted and the following be approved for payment:

Theresa Goss – Salary and expenses for September and October	
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2022	
HMRC – September and October 2022	
Unity Trust Bank – Service Charge	£36.00
PFK Littlejohn – External Audit 2021/2022	£240.00
Keith Wilks – Grass Cutting at the Playing Field	£120.00
Eon Next – Outstanding Electricity Bill for the playing field pavilion	357.79
Eon Next - Electricity at the pavilion	£1.28
Eon Next – Electricity at the pavilion	£11.72
Northants CALC – Clerk’s Training	£45.60
Anglian Water – Outstanding Water Bill for the playing field pavilion	£714.32
Eon – Street Lighting Maintenance	£107.99
NCALC – Annual Subscription	£209.77
Signs and Display Company – a for HM The Queen’s Jubilee	£46.00
Eon - Electricity for street lighting	£748.62
Eon - Electricity for street lighting	£748.62
Theresa Goss – Stationery	£5.50

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 19 October 2022 for the Unity Trust bank accounts.

Resolved that the bank reconciliation for the Unity Trust Bank accounts be noted.

- (iii) Budgeting Monitoring 2022 – The Parish Council consider a budget monitoring report from April to October 2022.

Resolved that the report be noted.

43/22 Correspondence – There was no further correspondence.

44/22 Meeting Dates - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- 21 November 2022

45/22 Items for the Next Agenda

- Conclusion of the 2021/2022 Audit
- Pools Allotment Committee
- Flag Pole

(The meeting closed at 8.00pm)

Signed, Chairman – 21 November 2022