

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 20 MARCH 2023 AT 7.30PM

PRESENT: Councillor Michael Loggin Chairman; Councillors Linda Baker, Mark Bracey, Kevin Ridge, Wayne Rule and Matthew Walsh.

ALSO IN ATTENDANCE: Theresa Goss, Clerk and Responsible Financial Officer and one member of the public.

76/22 Apologies – Councillor Struan Kenton submitted his apologies because he was at work.

Resolved that the apologies from Councillors Struan Kenton be accepted and the absence be authorised.

77/22 Declaration of Interests – There were no declarations of interest.

78/22 Minutes - The minutes of the meeting held on 16 January 2023 were taken as read, duly adopted and signed by the Chairman.

Resolved that the minutes of the meeting held on 16 January 2023 be approved and signed by the Chairman.

79/22 Matters Arising from the Minutes of 16 January 2023 – There were no matters arising.

80/22 Open Forum – Following a report from a resident, the Parish Council discussed issues of inconsiderate and dangerous parking in the village, especially in Myers Way. Parish Councillor Linda Baker had spoken to the concerned residents about the matter and offered the Parish Council's help. It was agreed a note would be included in The Link reminding residents to park considerately. **Action TG**

(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)

81/22 Reports from County and District Councillors – There were no reports from the County and District Councillors.

82/22 Village Matters

- i) **Playing Field and Pavilion** – The Chairman reported that there had been a few complaints about parking around the Playing Field on matchdays and this would be communicated to Brackley Athletic FC. However, it was acknowledged that the building materials in the car park need to be removed to free up some of the spaces.

The Clerk reported that in the minutes of the Playing Fields Association meeting, there was a request for £2000 for a storage container.

Resolved that:

- 1) the report be noted; and
- 2) the £2000 (plus VAT) cost for a storage container be approved.

- ii) **Flag Pole** – Prior to the meeting, Councillor Mark Bracy had circulated a quote for a new flagpole to be erected in the grounds of the Memorial Hall. The Memorial Hall Committee had given their permission and it had been confirmed that planning consent was not required because the Union Jack was the only flag which would be flown on important occasions.

Resolved that:

- 1) the report be noted;

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- 2) the quote for the flagpole from Flagmakers Ltd be accepted and the height of the flagpole be a maximum of 4.6 metres;
 - 3) it be noted that permission from the Village Hall Memorial Committee has been received;
 - 4) Councillor Linda Baker to make contact with the residents who live opposite where the flagpole will be sited to make them aware of the installation; and
 - 5) additional quotes for the installation of the flagpole be sourced and the Clerk, in consultation with the Chairman of the Parish Council be given delegated authority to accept a suitable quote.
- iii) Defibrillator Training – Councillor Kevin Ridge reported that the batteries had been changed in the defibrillator at the Primary School. He had also obtained a quote for providing defibrillator training for the community.

Resolved that:

- 1) defibrillator training be progressed and the Parish Council will cover the cost of £200 plus VAT; and
- 2) a defibrillator cabinet be purchased to house the defibrillator located at the Playing Field. **Action TG**

83/22 Parish Council Matters

- (i) Parish Council Responsibilities – The Parish Council reviewed its responsibilities for Councillors to fulfil.

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

- Monthly monitoring of the Myers Close play area – Councillor Matthew Walsh.

- (ii) Play Areas at Myers Close and Farthinghoe Road – The Parish Council discussed new play equipment for the play areas. Councillor Linda Baker reported that the play area at Myers Close was used by the Pre-School every week and they had some suggested improvements.

Resolved that the report be noted and an upgrade of the play equipment at both sites, be kept under review.

- (iii) No Mow May 2023 – The Parish Council discussed taking part in the 'No Mow May' initiative. It was agreed that the Parish Council should take part to encourage biodiversity and support the wildlife, however Mick Dempsey would be asked to complete two cuts in June 2023, instead of completing a cut in May.

Resolved that:

- 1) the Parish Council's participation in 'No Mow May' be approved; and
- 2) the quote from Mick Dempsey for £75.00 to cut back the tree in Myers Close, which is covering the footpath, be approved. **Action TG**

84/22 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/2022/2329/FUL
4 Cartwright Road, Charlton
A rear extension to the dwelling and replacement of a flat roof at the rear with a pitched roof to match the original roof. Conversion and extension of the garage to create habitable accommodation, for use by family members and with short term holiday letting use.
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:

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- iii) 4 Cartwright Road, Charlton
A rear extension to the dwelling and replacement of a flat roof at the rear with a pitched roof to match the original roof. Conversion and extension of the garage to create habitable accommodation, for use by family members and with short term holiday letting use.
Approved
- iv) WNS/2023/0288/FUL – The Parish Council considered an application at Colready Farm, Farthinghoe Road, Charlton for the erection of a cattle shed.

Resolved that the Parish Council has no objections to application WNS/2023/0288/FUL. **Action TG**

85/22 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 and uncashed payments be noted and the following be approved for payment:

Theresa Goss – Salary and expenses for March 2023	
HMRC – March 2023/2023	
Glasdon UK Ltd – New Dog Waste Bin	£321.71
Eon Next – Electricity for the Pavilion	£14.53
SADS UK – Defibrillator pads	£117.84
Eon Next – Electricity at Playing Field	£14.53
Eon Energy Solutions – Street light maintenance	£107.00
TaxAssist Accountants – Payroll Services for 2023/2024	£322.64
The Play Inspection Company – Annual play area inspections	£282.00
Keith Wilks – Grass cutting	£60.00
Specialised Canvas Services Ltd – Purchase of flagpole and installation	£2525.77

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 20 March 2023 for the Unity Trust bank accounts.

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

- iii) Budgeting Monitoring 2022/2023 – The Parish Council considered a budget monitoring report from April 2022 to March 2023.

Resolved that the report be noted.

- iv) The Coronation of King Charles III, 6 May 2023 – The Parish Council considered making a contribution to village events to celebrate the Coronation.

Resolved that a contribution of £200 towards the cost of the bouncy castle be approved. **Action LB**

86/22 Correspondence – There was no further correspondence.

87/22 Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 88/22 on the grounds that it could involve the likely disclosure of private and confidential information.

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88/22 Clerk and Responsible Financial Officer – The Parish Council carried out a salary review for the Clerk and Responsible Financial Officer for 2023/2024.

Resolved that the Clerk's salary be increased to SCP 25 from 1 April 2023. **Action TG**

89/22 Meeting Dates - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

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

90/22 Items for Future Meetings

- Charlton Welcome Newsletter
- Street lighting

(The meeting closed at 8.50pm)

Signed, Chairman – 15 May 2023