

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on 15 July 2019

## NEWBOTTLE PARISH COUNCIL

### DRAFT MINUTES OF THE ANNUAL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 20 MAY 2019 AT 7.30PM

**PRESENT:** Chairman Councillor Andrew Woods; Councillors Linda Baker, Andrea Gladden, Adrian Kelly, Michael Loggin and Diana Sheasby.

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

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

**1/19 APPOINTMENT OF CHAIRMAN FOR 2019/2020** – The Chairman asked for nominations for the position of Chairman of the Parish Council for 2019/2020.

**Resolved** that Councillor Andrew Woods be appointed as Chairman for 2019/2020.

**2/19 APPOINTMENT OF VICE-CHAIRMAN FOR 2019/2020** - The Chairman asked for nominations for the position of Vice-Chairman for 2019/2020.

**Resolved** that Councillor Michael Loggin be appointed as Vice-Chairman of the Parish Council for 2019/2020.

**3/19 DECLARATION OF INTERESTS** – There were no declarations of interest.

**4/19 COMMUNITY POLICING MEETING** – The Parish Council received a report from Radd Seiger on the Community Policing meeting held on Thursday 4 April 2019. Mr Seiger reported on a number of incidents which had occurred in the village which had been worrying for residents and although the village Facebook page 'Crime Prevention' was useful, it was not accessible to all residents.

There was a discussion about how the issue could be addressed. Following that discussion, it was felt that a 'buddy scheme' could be set up so that if a person was worried and felt vulnerable, there was someone in the village who they could contact.

Mr Seiger also reported that a ladies self-defense class was due to be held in the Memorial Hall.

Mr Seiger also suggested that the scheme 'Sponsor a PCSO' could be investigated. Information was available on the Northants Police and Crime Commissioner's web site and it could be a scheme which a number of Parish Council bought in to and the PCSO could be shared between those villages. This would then guarantee a response from the Police if there was an incident in the village. It was agreed that other Parish Councils would be contacted to establish whether they would be interested in such a scheme.

Mr Seiger was thanked for attending the meeting

**Resolved** that:

- 1) the report be noted;
- 2) a 'buddy scheme' be investigated further; **Action Radd Seiger**
- 3) information be obtained on the 'Sponsor a PCSO' and surrounding Parish Councils be invited to join the scheme; and **Action TG**
- 4) this matter be discussed again at a future meeting. **Action TG**

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**5/19 PAVILION AND PLAYING FIELD/PLAYING FIELD ASSOCIATION** – Prior to the meeting, Sean Pankhurst had supplied an update with regard to the Football Club and the grant funding for the new pavilion. Sean also highlighted that it would be difficult to move the pavilion project forward, without more volunteers from the village.

James Love attended the meeting and felt that a Committee needed to be put in place. It was suggested that this could possibly be made up of the users of the playing field.

Following a discussion it was agreed that in the first instance, volunteers would be sought to help move the project forward. Also, investigations would be made into whether someone could be employed to work on the grant funding applications which would speed up the process massively.

**Resolved** that:

- 1) a note be included in The Link asking for volunteers to assist with grant applications and organising fundraising events; **Action TG**
- 2) contact be made with companies who could assist with the project and processing the grant applications; **Action JL/AW**
- 3) Graham Knight's quote of £600 for cutting the grass at the playing field be accepted; and **Action ML**
- 4) it be noted that the annual grant of £500, which the Parish Council usually donates to the Playing Field, be used to fund the grass cutting.

**6/19 MINUTES** - The minutes of the meeting held on 18 March 2019 were taken as read, duly adopted and signed by the Chairman.

**Resolved** that the minutes of the meeting held 18 March 2019 be approved and signed by the Chairman.

**7/19 MATTERS ARISING FROM THE MINUTES OF 18 MARCH 2019** – There were no matters arising.

**8/19 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS** - There was no report from the County & District Councillor Rebecca Breese.

**9/19 OPEN FORUM** – There were no further residents' issues.

**10/19 VILLAGE MATTERS**

- i) Dog Waste Bins – The Parish Council considered a request for more dog waste bins in the village. Councillor Adrian Kelly highlighted that there had been a lot of discussion on the village Facebook page about the issue of dog mess not being picked up.

**Resolved**

- 1) the report be noted;
  - 2) the purchase of a new dog waste bin be approved; and **Action TG**
  - 3) the Memorial Hall Committee be asked whether the dog waste bin could be sited on the Memorial hall car park, perhaps next to the bin store. **Action TG**
- ii) Street Lighting – The Parish Council agreed to discuss this issue at the next meeting of the Parish Council.

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

- iii) Speeding on Farthinghoe Road – Councillor Adrian Kelly reported that the VAS on Farthinghoe Road, did not appear to be working correctly.

Following a discussion, it was felt that advice on the VAS was required and in the first instance Steve Barber be asked to meet with Councillor Kelly to discuss the matter further.

The Chairman also reported that he had contacted County/District Councillor Rebecca Breese and made the following requests:

- Whilst the road coming into Charlton from Kings Sutton has been repaired, there are still the pot holes on this stretch of road. The road is quite narrow and so this is a real hazard. The whole road could do to be repaired fully.
- In addition, a permanent lay-by could do to be laid by the gate by the cemetery.
- The road markings (including in particular those advising of the 30 mph speed limit) are very badly worn and need to be repainted.
- The road leading out of Charlton towards Brackley remains in poor condition particularly on the verges at the bottom of the dip and require repair. Again, this is a hazardous stretch of road.

**Resolved** that:

- 1) the report be noted;
- 2) contact be made with Steve Barber at Northants Highways for advice about the VAS; and **Action TG**
- 3) if Mr Barber is unable to assist, contact be made with the original supplier for advice. **Action TG**

**11/19** Parish Council Meetings – The Parish Council discussed the frequency of Parish Council meetings and whether they should be held every other month. This would mean that Parish Council meetings would be held in January, March, May, July, September and November.

**Resolved** that Parish Council meetings be held every other month, with the next meeting being held on Monday 15 July 2019. **Action TG**

**12/19 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.  
None
- 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/2019/0836/FUL  
Annexe, Woodend Grant Road to Hinton Airfield, Newbottle  
Change of use from annexe to holiday let (retrospective)  
No comments

**13/19 FINANCE**

- i) Cemetery Grant – Following a request from the PCC, the Parish Council discussed increasing the annual grant to the PCC, for the maintenance of the Cemetery, from £500 to £650.

**Resolved** that the annual grant for 2019/2020 be increased to £650 for the maintenance of the cemetery.  
**Action TG**

- ii) 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 May 2019	£126.20
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HMRC – May 2019 payment	£31.40
Adderbury Parish Council – Use of Laptop and Printer	£30.00
Eon – Street lighting maintenance	£113.15
PCC – Grant for Cemetery Maintenance	£650.00
PCC – Grant for The Link	£150.00

- iii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliations as at 20 May 2019 for the Lloyds TSB bank accounts.

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

- iv) Accounts 2018/2019 – The Parish Council considered the Annual Governance and Accountability Return for the year ended 31 March 2019 and the Receipts and Payments as at 31 March 2019.

**Resolved** that:

- i) the Receipts & Payments Account as at 31 March 2019 be approved; and
  - ii) the Annual Governance Statement 2018/2019 (Section 1) and the Accounting Statement for 2018/2019 (Section 2) be approved. **Action TG**
- v) Cinema Club Projector – The Chairman suggested that this item should be deferred until further information has been supplied by the Memorial Hall Committee.

**Resolved** that this item be deferred until further information is obtained from the Memorial Hall Committee. **Action TG**

**14/19 MEETING DATES** - The Parish Council noted the following meeting dates, all commencing at 7.30pm at Charlton Memorial Hall (unless otherwise stated):

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

**15/19 ITEMS FOR THE FUTURE AGENDAS**

- 1) Street lighting
- 2) Cinema Club Projector
- 3) 'Sponsor a PCSO'

(The meeting closed at 9.00 pm)

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Signed, Chairman – 20 May 2019