

**LITCHBOROUGH PARISH COUNCIL**  
**Minutes of Parish Council Meeting using the Zoom Application**  
**TUESDAY 10<sup>th</sup> November 2020**

- 852 Councillors present: **T Sykes, D Aked-Walker, G Lugar-Mawson, I Lowery, G Drinkwater, S Brunning, J Robinson**
- 853 Apologies: **None**
- 854 Members of public present: **Two**
- 855 Public Forum: **None**
- 856 Declarations of Interest on agenda items: **Cllrs Aked-Walker, Lugar-Mawson, Lowery, Robinson and Brunning for Community Grants 868**
- 857 To confirm the minutes of the meeting held on 8<sup>th</sup> September 2020: **Agreed and signed**
- 858 ONGOING ISSUES
- 859 Appointment of new clerk: **The Sub-committee was pleased to confirm the appointment of Mrs Vivien Hartley as the new Clerk and Responsible Finance Officer for Litchborough Parish Council.** The Parish Council wished to thank Cllrs Brunning, Aked-Walker and Robinson for their work appointing the new Clerk and Cllr Robinson for undertaking the role of Acting Clerk while the new Clerk was appointed.
- 860 Defibrillator: **Noted.** Replacement of the current temporary machine is being chased.
- 861 Website: **Noted.** The increase in the space allocated for 'Latest News' has been completed.
- 862 Footpaths & ROW: **Noted.** All footpaths have been walked (avoiding Bull in Field) and all issues have been cleared.
- 863 Snow + Tree Warden: **Noted.** The Northants Winter Service road condition reports are now available via the link on the Parish Website
- 864 Youth Club: **Noted.** Affected by 'Lock-down' again. Cllr Aked-Walker to invite the CYPN team to join the next Parish Council meeting to discuss the way forward. Cllr Robinson to check if we can still claim for Youth Club events from NHB funding.
- 865 Playing Field funding issues: **Agreement in principal for the Parish Council to take over funding the Playing Field out of S106 funds.** It was agreed this would de-risk the Playing Field's reliance on fund raising and secure its future
- 866 Village Signs to review quotations received: **Agreed to accept the quote from Amber, subject to satisfactory guarantee.**
- 867 Gigaclear Broadband Project status: **Noted**

- 868** Community Grant applications: **Provisional awards agreed this year as follows:**  
**Playgroup - £200**  
**Gardening Club - £250**  
**Village Newsletter - £420**  
**St Martin's Fabric Trust - £1,100**  
**Playing Field - £950 (to be subsumed into Council spending)**

It was noted that:

- year-on-year increases are not sustainable and that next year's grants will need to be frozen at this year's values
  - the Playing Field grant will not be needed as the Playing Field is being adopted by the Parish Council and funded out of S106 funds
  - all grants are given on the basis that the village groups who receive the funds undertake to keep relevant information on the Parish website up to date and that they provide reports for the Annual Parish Meeting.
- 869** FINANCE:
- To note bank reconciliation 30<sup>th</sup> September 2020: **Noted**
- |  |                   |
|--|-------------------|
| Current Account                            | £20,299.87        |
| Cambridge Building Society Savings Account | £1,011.40         |
| Less unrepresented cheques                 | (£3,449.00)       |
| <b>Total</b>                               | <b>£17,862.27</b> |
- Balance in savings includes (once NHB reclaimed):
    - £7805 for Section 106 funds (must be accountable as Leisure Spend)
    - £5k bus shelter donation
- 870** To receive year end forecast: **Noted**
- 871** To receive and confirm draft budget and set precept: **Noted**. Budget to be updated as a result of decisions made at this meeting and circulated.

- 872** To approve payment of following accounts: **Approved**

Chq No	Amount	Incl VAT	Payee	Details
SO	24.00	4.00	1PCS	Web site fee for September 2020
SO	24.00	4.00	1PCS	Web site fee for October 2020
	240.00	40.00	PKF Littlejohn LLP	External Auditor fees
	50.00	0.00		Paying Marcus Buck for making the Village planters
	900.00	0.00	Litchborough Village Hall Playing Field Committee	Community Grant
	1,000.00	0.00	St Martins Fabric Trust	Community Grant
	350.00	0.00	Newsletter	Community Grant
	250.00	0.00	Litchborough Gardening Club	Community Grant
	200.00	0.00	Litchborough Playgroup	Community Grant
DD	35.00	0.00	ICO	Information Commissioner's Office data protection renewal fee £40 minus £5 for DD – to be taken on 18/11/20
	400.00	66.66	C.Y.P.N	Youth Club on 08/09/20 & 13/10/20

- 873** **Planning Applications and updates**

For members to see:

## 10-11-2020 Minutes FC

Application Number	Location	Proposal	Received	Status
S/2020/1668/TCA	Dower End House 7 Towcester Road Litchborough NN12 8JA	Ash (T1) - Fell - outgrown its space in the garden. Concern over possible damage to property and neighbours property - some branches already starting to die and fall.	01/10/2020	4 - Consultations Despatched (1-10)
S/2020/1581/MAF	Orchard House 31 Banbury Road Litchborough NN12 8JF	Proposed alterations to existing access, new gates and fence.	08/09/2020	4 - Consultations Despatched (1-10)
S/2020/1480/TCA	Wrightons Cottage 20 Towcester Road Litchborough NN12 8JA	Reduce the canopy from approx 12M in diameter to approx 6M	04/09/2020	10 - No Objections
S/2020/1381/TCA	The Old School Northampton Road Litchborough NN12 8JB	Eastern border - Laurel reduce height to 8ft, Phetina (red robin) reduce to 8ft, Arbutus Unedo reduce to 8ft, Cherry Tree reduce to 12ft, Hazel Tree (Filbert) reduce to 8ft, Elaeagnus (limelight) reduce to 8ft. Southern border - 2 Elaeagnus, 4 laurels, 1 Osmanthus and 1 Exochorda macrantha reduce height to 6ft.	18/08/2020	10 - No Objections
S/2020/1374/ COND	Radmore Farmhouse Radmore Farm Northampton Road Litchborough NN12 8HR	Condition 7 [Land Contamination: Intrusive Investigation] Application for approval of details submitted pursuant to Condition 7 of planning permission S/2017/2706/FUL [Conversion of barn into 3no. holiday lets]	04/08/2020	10 - Approved
S/2020/1299/ COND	Land South Of 40 Banbury Road Litchborough	Condition 15 [Archaeology Report] Application for approval of details submitted pursuant to condition 15 of planning permission S/2020/0529/FUL [Erection of a single dwelling with new dropped kerb]	27/07/2020	4 - Consultations Despatched (1-10)
S/2020/0679/FUL	Church Hill Farm Farthingstone Road Litchborough NN12 8JE	Permanent agricultural workers dwelling.	28/04/2020	4 - Consultations Despatched (1-10)
S/2019/2527/FUL	Spring Farm Northampton Road Litchborough NN12 8JB	Removal of Condition 9 (named occupier) of S/2016/1040/FUL for (Demolition of existing dilapidated buildings and replacing with new. Change of use from agricultural to B1/B8). (Retrospective)).	30/12/2019	10 - Application Withdrawn

- 874** Other matters for report only. To discuss issues arising too late for the agenda. No decisions can be taken:
- War Memorial: 2 posts have been knocked over. **Acting Clerk to check they are covered by insurance and get a price to have them re-instated.**

- 875** To receive and action where necessary the following CORRESPONDENCE:
- **It was agreed to share the cost of buying an up to date 'Yellow Book' with the other 2 Parish Councils the new Clerk is responsible for (if they also agree)**
  - **It was agreed that the Police point of contact for Litchborough Parish Council should be the Clerk**
  - **Neighbourhood Watch annual subscription - so far nobody has volunteered to take on this role.**

<b>876</b>	To receive any items for the next Parish Council agenda: <ul style="list-style-type: none"> <li>• <b>2021/22 Budget and Precept to be finalised</b></li> <li>• <b>The new Clerk to introduce herself to the Council.</b></li> </ul>
<b>877</b>	Date next Full Parish Council meeting: <b>Tuesday 12<sup>th</sup> January 2021, 7.00pm</b>

Signed:

Date: 17<sup>th</sup> November 2020


John Robinson  
email: **litchboroughclerk@gmail.com**