

## LITCHBOROUGH PARISH COUNCIL

Clerk Mrs Viv Hartley,

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**Councillors are summoned and members of the public and press are invited to the meeting of the Parish Council to be held on Tuesday July 15th 2025 at 7.00pm. This meeting will be held in the Village Hall.**

- 1. Councillors present**
- 2. Apologies**
- 3. Members of the public present**
- 4. Public Forum :** Members of the public can raise any issue with prior notice to the Clerk
- 5. Declarations of Interest** – to receive any on agenda items
- 6. Minutes:** to confirm the minutes of the meetings held on 20<sup>th</sup> May 2025 and sign the same.
- 7. Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
  - **Defibrillator** – to receive update (Cllr Aked - Walker)
  - **Website** - to receive update (Clerk)
  - **Footpaths and ROW** - to receive update (Cllrs Drinkwater) –
  - **Snow and Tree Warden** – to receive update (Cllr Cox)
  - **Youth Club** – proposals for funding.
- 8. Finance:**  
To approve payment of accounts below: (total of £1693.40)

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Total £</b>	<b>Ref No</b>
1PCS – hosting of domain name & email May	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email - June	20.00	4.00	24.00	DD
Bank Service chgs May - Jun			12.00	DD
R and G – Maintenance of play area x2			811.80	DDs
V Hartley – Salary for June and July*				7
HMRC – Tax for above * see below*				8
Litchborough Village Hall – room hire 2024 – awaiting bill				9
T Baker – removal of moles (agreed 20.5.25 and paid 27.6.25)	150.00		150.00	10
Barbara Osborne – pay roll services 2024/2025	180.00		180.00	11
N Power – electricity supplies – previous outstanding invoices awaiting current bill	287.06	14.36	301.42	

**Other financial matters to note:**

- Bank balance at 30.6.25 – £22033.62
- VAT claim of £1324.73 for year ending 31.3.25 has been submitted and received from HMRC
- Payments for salary and tax – exact figures not available until pay slip for 31.7.25 comes through
- \*Cheque sent to HMRC returned, now to pay electronically so back previously approved payment of £53.20 to add to above payment of £62.80 – total £116.00

**9. Playing Field lease** – update further to Playing Field Management Meeting.

**10. Condition of Fathingstone Road** – this has been reported by Cllr Manners, Clerk and others.

**11. Planning Applications and updates – One item on Planning Register :**

Reference No.▶	Location▶	Proposal / Description▶	Valid Date▶	Decision Issue Date▶	Decision▶
<u><a href="#">2025/2391/TCA</a></u>	Home Farm House 22 Banbury Road Litchborough NN12 8JF	Works to 1x Holly, 1x Yew and 1x Cherry	12/06/2025		Pending

**12. To note and action correspondence where necessary.** Various updates circulated:

*NCALC Initiative - To appoint a Climate & Nature Champion to represent the council in matters relating to the climate, nature, and the environment.*

**13. Other matters for report only:** To discuss issues arising too late for the agenda. No decisions can be taken.

**14. To receive any items for the next Parish Council agenda**

**15. Date next Full Council meeting Tuesday September 16th 2025  
7.00pm**

Signed—*V M Hartley*-----

Date-----8.7.25-----

Email : [litchboroughclerk@gmail.com](mailto:litchboroughclerk@gmail.com)