

LITCHBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting at 7 pm in the Village Hall

TUESDAY 5th July 2022

1. **Councillors present Cllrs Sykes – Chairman, Lowery, Aked-Walker, Brunning, Robinson, Drinkwater, Lugar Mawson, Cllr Manners, WNC.**
2. **Apologies – None**
3. **Members of the public present – None**
4. **Public Forum** : Members of the public can raise any issue with prior notice to the Clerk - None
5. **Declarations of Interest – None was received.**
6. **Minutes: the minutes of the meetings held on 17th May 2022 were confirmed and signed.**
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) and report on 'maintenance' agreement – nothing to report
 - **Website** - to receive update (Cllr Brunning) – working well, financial documents added. 'Read More' option has not cost anything and added more information if required.
 - **Footpaths and ROW** - to receive update (Cllrs Bruning and Drinkwater) – no issues, all paths walked. It was agreed **Clerk** write courtesy letter to owner of adjacent land to playing field informing them of proposal to remove stile in hedge of playing field and to make good the fence posts either side. Cllrs Drinkwater, Brunning and Clerk to have a look at it after this meeting.
 - **Snow and Tree Warden** – to receive update (Cllr Robinson) – nothing to report but will chase up WNC Tree Strategy. Cllr Lowery reported that a larch ash tree in the Church yard require attention.
 - **Youth Club** – to receive update (Cllr Aked-Walker) – Cllr Manners agreed to look into the issue concerning the grant award further to the necessity for the recipient to have a bank account in its own name.
 - **Computer** - has been cleaned up for £90 and appears to be working well.
8. **Bank Reconciliation and banking arrangements–** Clerk has still not received bank statements despite further applications from Cllr Aked-Walker to get statements, cheque books etc sent directly to Clerk. The Council agreed to consider moving to Internet banking with Unity Bank which specialises in Local Council accounts. Cllr Lugar-Mawson will look into the possibility and report at the next meeting.
9. **To approve payment of following accounts:** (total of £1306.50)

Payee	Net	VAT	Total £	Chq No
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Signed-----

Date-----

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
John Baldock – clean up of computer	90.00		90.00	1028
Northants CALC – sub & IAS (£304.96, £190)	494.86		494.86	1029
V Hartley – Salary for June + July	448.64		448.64	1030
CYPN – Inv 1368, April, May sessions	166.67	33.33	200.00	1031
SNAST – sub	25.00		25.00	1032

Other financial matters to note:

- PC to note chq 1023 for £250 replaced by chq 1027 (Church Newsletter) – backed up with correspondence.
- Clerk has applied for VAT return for yearend 31.3.22 of £541.56

10.- Planning Applications and updates – Planning Register – no items
11. Other matters for report only: To discuss issues arising too late for the agenda. No decisions can be taken - Cllr Lugar-Mawson will contact NCALC regarding the registration of the Green.

12. Update on maintenance arrangements for The War Memorial – work to be carried out very soon.

13. Update on works carried out on Telephone Box – cost £200 to paint and it was agreed it looks very good. Agreed that this should be budgeted for every 3 years.

14. To receive and action where necessary the following
CORRESPONDENCE Various updates circulated.

15. Queen's Platinum Jubilee – report on festivities – it was agreed that this had been a great success. The Council had received a certificate for the beacon. Any photos to be sent to Cllr Brunning for the website.

16. Council to consider planting of a Silver Birch on the Green - suggestion by the Gardening Club – further to discussions from last meeting the decision not to plant a Silver Birch on the Green was confirmed. It was agreed that Cllr Brunning ask the Gardening Club if they wish to take on the responsibility of the maintenance of the area around the Memorial and failing that the Parish Council would take it on. This item to go on the next agenda.

The Council agreed the posts around the Green are replaced. Andrew Ewell who painted the telephone box will carry out the task for the cost of the posts. It was agreed to set a budget of £100, maximum £200. Cllr Aked-Walker will speak to him.

17. To receive any items for the next Parish Council agenda

- Suggestions for using the CIL monies of £4200.

18. Date next Full Council meeting September 6th 2022, 7.00pm

Signed-----

Date-----