

LITCHBOROUGH PARISH COUNCIL

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

TUESDAY 23rd September 2025

1. **Councillors present – Cllrs Aked-Walker, Lugar-Mawson, Drinkwater, Lowery and Cox, Cllr Charles Manners (WNC)**
2. **Apologies approved from: – Cllr Sykes**
3. **Members of the public present – 2**
4. **Councillor Vacancy – The Council considered the application from 2 candidates, however one had not lived in the village for 12 months so could not apply yet. Sonia Louise Barrett was duly co-opted on to the Council.**
5. **Public Forum:** Members of the public can raise any issue with prior notice to the Clerk
 - **Cllr Lowery reported that the Village Hall Committee is considering the installation of an electric charging point for cars.** Cost may be in the region of £1050 and the Committee may approach the Parish Council for funding.
 - **Cllr Manners reported on behalf of WNC:**
 - i) **Recycling** – Council has voted to move to a book only process. The Parish Council was disappointed with this and Cllr Manners agreed to feed this back.
 - ii) **Farthingstone- Litchborough** road to be re-surfaced in the next few days
 - iii) **WNC budget** is under huge pressure, cuts will have to be made.
 - iv) **Local Plan** – on going – Parish Councils to be consulted.

Cllr Aked – Walker enquired about empty Housing Association properties. He will send details to Cllr Manners of 3 such properties in the village.
6. **Declarations of Interest** – to receive any on agenda items – Cllr Barrett declared an interest due to her duties with the Village Hall
7. **Minutes:** The minutes of the meeting held on 15th July 2025 were confirmed and signed.
8. **Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
 - o **Defibrillator** – to receive update (Cllr Aked - Walker)
 - **Council to consider upgrade further to recent advice** from Heart Beat at a cost of £1220 - £1495. The present one should be checked weekly. Cllr Aked -Walker reported that the existing defibrillator was in its 8th year and did not need replacing yet but it would be advisable to budget for its replacement in 2/3 years time.
 - o **Website** - to receive update – Clerk reported: Website updated with draft minutes as they arise, financial information (AGAR and Internal

Signed-----

Date-----

Audit etc), Newsletters, Footpath updates and other village organisations' reports etc). Council suggested that if there were any problems adding information, Clerk should contact 1PCS who host the website.

- **Footpaths and ROW** - to receive update - Cllrs Drinkwater and Cox reported that they will be walking some footpaths this week. –
- **Snow and Tree Warden** – to receive update - Cllr Cox reported that there had been 2 TPO applications recently.
- **Youth Club** – proposals for funding – Club has wound up so no funds required at present.

9. Finance:

The following payment of accounts below were agreed: (total of £1819.03

Payee	Net	VAT	Total £	Ref No
1PCS – hosting of domain name & email July	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email – August	20.00	4.00	24.00	DD
Bank Service chgs Jul, Aug	12.00	-	12.00	DD
R and G – Maintenance of play area - Jul and Aug	811.80	135.30	676.50	DDs
V Hartley – Salary for Aug and Sept*	-	-	583.68	13
HMRC – tax for Aug and Sept	-	-	114.40	14
N Power – electricity supplies, 2 invoices – Since Jan 2025	523.56	26.17	549.73	15

*includes back pay since April 2025

Other financial matters to note:

- Bank balance at 12.9.25 – £19,959.40
- Notification of Exempt Status 2025, logged by PKF. Financial information on website.
- Council to consider Bio-diversity Grant Scheme available from WNC – Grant application due date of 30th September. Cllr Cox will apply for monies towards bird boxes, owl boxes

10. Playing Field lease – update further to Playing Field Management Meeting. Cllr Lugar-Mawson reported on correspondence from a lawyer acting for the Oxford Collage who own the land. A re-location of the playing field was suggested, but this was considered unsuitable by the Council. It was agreed that this was a Village Hall Committee issue not the Parish Council

Signed-----

Date-----

11. Condition of Fathingstone Road – Update, work to be done 29th& 30th September (it was noted that not the whole stretch was to be worked on)

12. Planning Applications and updates – One item on Planning Register :

APPEAL UNDER S78 AGAINST REFUSAL OF A HOUSEHOLDER
APPLICATION LOCATION: PROPOSAL: NOGS BARN TOWCESTER ROAD
LITCHBOROUGH NN12 8JA ERECTION OF A 2 STOREY SIDE EXTENSION
WNC REFERENCE: 2025/0868/FULL

13. To note and action correspondence where necessary.

Various updates circulated:

NCALC – Agreement for Cllr Cox to attend these courses:

Sustainability and Climate Change 13th November (online) (£46 + VAT)

Addressing the Biodiversity Crisis 27th November (online) (£46 + VAT)

and Cllr Lugar- Mawson to attend the Neighbourhood Planning one in October.

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

- Cllr Lowery suggested that the light from the streetlight near the Old Rectory is obscured by houses on the corner and two lights on the Towcester Road are obscured by a laurel hedge. He suggested an extended 'arm' on each would resolve the issue. It was also suggested that the councillors looked at the lights in the village to see if improvements could be made.
- Cllr Lowery had recently looked into the provision of energy supplies by companies other than N Power. He will obtain quotes.

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

- Consideration of costs Electric Charging for cars at the Village Hall
- WNC Election Charges cost to be agreed at next meeting.
- Electricity Provision quotes

16. Date next Full Council meeting - Tuesday November 11th 2025 7.00pm

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Date-----