

LITCHBOROUGH PARISH COUNCIL

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

TUESDAY 24th January 2023

1. **Councillors present - Cllrs Chairman, Tim Sykes, Aked-Walker, Brunning, Robinson, Lugar Mawson, Drinkwater, Lowery**
2. **Apologies – Cllr Manners, WNC**
3. **Members of the public present – one, Teresa Cox.**
4. **Public Forum** : Members of the public can raise any issue with prior notice to the Clerk –
 - Teresa Cox reported that the Gardening Club has been offered an allotment on the Towcester Road (from University College, Oxford) at £40 per annum. It will be offered as a Community Allotment to the village and the Youth Club will be encouraged to get involved. The PC suggested forming a plan and returning to the Council with an application for some funding.
 - The Council enquired who was looking after the Village planters and the response was various individuals. The Gardening Club AGM is to be held on 15.3.23 when various items including the planters will be discussed.
5. **Declarations of Interest** – Cllrs Lugar-Mawson and Robinson declared interest in St Martin’s grant application and Cllr Brunning declared one in the Gardening Club grant application.
6. **Minutes:** the minutes of the meetings held on 22nd November 2022 were confirmed and signed.
7. **Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
 - **Defibrillator** – update no issues (Cllr Aked -Walker)
 - **Website** – update – no issues (Cllr Brunning)
 - **Footpaths and ROW** - update (Cllrs Bruning and Drinkwater)
Cllr Lowery has removed top rail of stile on Playing field. It was agreed that access now was fine and there is no further action required.
 - **Snow and Tree Warden** – update – no issues (Cllr Robinson)
 - **Youth Club** – update (Cllr Aked-Walker) – The youth Club is going well and has no got grants from March 2023 – April 2024 so will not require Parish Council funding.
8. **Banking Arrangements** – Unity Bank Account set up.
9. **The following payments were agreed:**

Payee	Net	VAT	Total £	Chq No
ICO – Annual sub			35.00	DD
1PCS –hosting of domain name & email November	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email December	20.00	4.00	24.00	DD
CYPN Inv 1388 sessions 8 th Nov,13 th Dec	333.32	66.66	399.98	1
V Hartley – Salary for Dec + Jan (+back pay)			608.64	2
N Power Oct – Dec	127.57	6.38	133.95	3
V Hartley Expenses (as per budget)			184.00	4

Signed-----

Date-----

Litchboro' Village Hall invs 2023/03 & 04 for youth club hire, £120, PC £45	165.00		165.00	5	Payment of accounts below agreed : (total of £1699.56
G Lugar Mawson – cost of electric cable for Xmas tree	Sec 137		49.99	6	
D Aked Walker	Sec 137		75.00	7	

10. The Council agreed the following requests for Annual Grants

St Martins's Fabric Trust - £1100.00

Gardening Club - £250.00

Newsletter – - £250.00

Playing Field – see budget as PC taking on the maintenance of the playing field.

11. To approve budget and set precept for year ending 31.3.24.

The Council discussed the budget (attached) and agreed a figure of £10500. The Council then resolved to apply for a precept of £10000 to cover the budget.

12. Internal Control Review – report from Cllr Lowery. Cllr Lowery reported that apart from the missing bank statements which had not been forthcoming from Nat West, there were no issues. This was the reason for the switch to Unity Bank – Nat West had refused to speak to the Clerk as she was not a signatory but refused to send them to the existing signatories. The Council was aware that this would prove to an issue for this year's internal audit.

13. Other financial matters to note:

Bank balance at 16.1.23 – 26753.57

Bank balance at 24th January 2023 - £25054.01

It was agreed that £20000 should be transferred to a Savings account in Unity Bank to take advantage of an increase interest rate.

14. Litchborough Charity – The Council re-appointed the Terms of Office by the Parish Council for Margaret Ashby, retrospective from 2020-2024 and Patricia Sykes from 2022-2026.

15. Planning Applications and Updates – see Planning Register below for items for consultation – no objections to any items were made by the Council.

Also to note Parish Council has sent email to record its objection to Planning Application WNS/2021/1819/EIA – the DHL application. It was also agreed that Cllr Robinson would produce a response to the latest amendment to the application and send to the Clerk for submission. The main issue being the very poor validation of data and lack of objectivity.

16. Update - on engagement with the village with view to allocating of funds from the Community Infrastructure Levy from Banbury Road development – to go on the next agenda.

17. To note and action correspondence where necessary. Various updates circulated.

18. Other matters for report only: none

19. Items for the next Parish Council agenda – i) Current Account Banking Policy adoption, ii) Closure of Cambridge Account, iii) Fixed Asset Register review, iv) Spending of Community Infrastructure Levy funds.

20. Date next Full Council meeting Tuesday March 21st 2023 7.00pm

Signed-----

Date-----

Planning Register at 17.1.23 –

<u>Reference No.</u>	<u>Location</u>	<u>Proposal / Description</u>	<u>Valid Date</u>	<u>Decision Issue Date</u>	<u>Decision</u>
<u>WNS/2023/0055/LDE</u>	Annexe 4 Banbury Road Litchborough NN12 8JF	Certificate of Lawfulness for Existing use comprising of use of building as independent residential unit	12/01/2023		Pending
<u>WNS/2023/0002/AGD</u>	Land South Of Foxley Lodge Foxley Road Foxley	Determination as to whether prior approval is required (under Class A of Part 6 of the above Order) for the erection of an agricultural barn for the storage of hay/straw and machinery in respect of: the siting, design and external appearance of the building.	22/12/2022		Pending
<u>WNS/2022/2159/FUL</u>	Barnstones Farmhouse Grimscote Road Litchborough NN12 8JJ	Change of use from agricultural barn to dwelling	10/11/2022		Pending
<u>WNS/2022/2093/FUL</u>	Joycroft House 5 Waits Yard Litchborough NN12 8LX	Front porch. Single storey rear extension.	01/11/2022	06/12/2022	Approval

21.

Signed-----

Date-----