

## LITCHBOROUGH PARISH COUNCIL

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

TUESDAY 6<sup>th</sup> September 2022

1. **Councillors present Cllrs Chairman, Aked-Walker, Lowery, Brunning, Robinson, Lugar Mawson.**
2. **Apologies – Cllr Drinkwater**
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 5<sup>th</sup> July 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) – nothing to report
  - **Website** - to receive update (Cllr Brunning) – no issues
  - **Footpaths and ROW** - to receive update (Cllrs Bruning and Drinkwater) – 7 footpaths checked. Footpath near Kiln Lane is blocked by a tree. Cllr Robinson will take a look in his role as Tree Warden. Work on stile in playing field to go ahead. No issues raised by landowner.
  - **Snow and Tree Warden** – to receive update ( Cllr Robinson) – will clarify how to get weather report and put on website this will state gritting plans.
  - **Youth Club** – to receive update (Cllr Aked-Walker) – 4 free meetings during summer holidays. Still trying to obtain grant for funding. Cllr Manners had also looked into this issue.
8. **Banking Arrangements –**  
**Clerk has now received cheque books and some bank statements addressed to Cllr Robinson at the Clerk’s address. Confirmation that balance at 2.8.22 - £26310.65.**  
**The Council decided further to their review of banking arrangements and agreed to move to On Line banking with the Unity Bank. The Clerk will make the arrangements for the move. There will be 3 signatories (as before) with new account – Cllrs Sykes, Aked-Walker and Lugar-Mawson. Internet payments to be authorised by 2 of the signatories. Payments up to £200 can be authorised by the Clerk.**
9. **The following payments were agreed:**

Payee	Net	VAT	Total £	Chq No
1PCS –hosting of domain name & email July	20.00	4.00	24.00	DD

Signed-----

Date-----

1PCS –hosting of domain name & email Aug	20.00	4.00	24.00	DD
CYPN Inv 1375, June & Jul sessions	333.34	66.67	400.01	1033
V Hartley – Salary for Aug + Sept	448.64		448.64	1034
E-on – balance to pay on closure of A/c	39.13	1.73	40.86	1035
N Power	169.51	8.48	177.99	1036
I Ward & Sons – repairs to war memorial	995.00	199.00	1194.00	1037
I ward & Sons -repairs to war memorial	615.00	123.00	738.00	1038
Community Heart Beat – Inv 9247 defib support 2021	126.00	25.20	151.20	1039 *
Community Heart Beat – Inv 13770 defib support 2022	135.00	27.00	162.00	1040 *
CYPN – Inv 1378 session 9.8.22	166.67	33.33	200.00	1041

#### 10. Other financial matters to note:

- This cheque replaces chq 998 which was not cashed
- Confirmation from PKF Littlejohn that they are in receipt of documents – notification of exempt status 2022
- Clerk has received for VAT return for yearend 31.3.22 of £541.56

#### 11.- Planning Applications and updates – Planning Register – item for consultation:

<u>Reference No.</u>	<u>Location</u>	<u>Proposal / Description</u>	<u>Valid Date</u>	<u>Decision Issue Date</u>	<u>Decision</u>
<a href="#">WNS/2022/1406/MAF</a>	Land East Of Foxley Road Foxley	Change of use from agricultural grazing land to equestrian, and to put 4 moveable field shelters on the land.	11/07/2022		Pending

- The Council had no objections to this application – **Clerk** to submit response
- The Council noted that the Red Lion planning application is still pending.

#### 12. Council discussed how to engage with the village with view to allocating of funds from the Community Infrastructure Levy from - Banbury Road development.

It was agreed that Cllr Robinson will write a piece for the website for projects by January 2023. He suggested possibly a Climate change initiative - an electric charging point for cars - might be worth pursuing. Cllr Brunning will post on Facebook that the Parish Council 'has some funds, please look on the website or October Newsletter for information'.

Signed-----

Date-----

**13. Update on repairs to War Memorial** – work completed. Posts also to be repaired.

**14. Council to consider the issue of emptying of dog bins in the village.**

Cllr Lowery reported that it would appear that the bins only get emptied when the contractor is prompted to do so. It was agreed that the **Clerk** get in touch with Marcus Landscapes to see what if any is the issue and request an improvement in the service.

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

- **Response sent in to WNC to the Supplementary Planning Document for the Employment Site Allocations under the South Northamptonshire Local Plan No. 2, dated July 2022.**

**16. Grass cutting around War Memorial** - Council agreed that the Gardening Club should continue with the responsibility of the maintenance of the area around the War Memorial. Cllr Brunning stated that the Gardening Club also maintain the village planters but will check on this at the Annual meeting of the Club.

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

- **Grass cutting in village**  
Further to a response discussed by the Council (including a map of the areas cut by WNC, and PC) from Helen Howard at Highways **Cllr Lowery** agreed to word a letter to be submitted by the **Clerk** for further explanation of the service.

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

- A review of the Existing Asset Register – **Clerk** to circulate.

**19. Date next Full Council meeting November 22<sup>nd</sup> 2022, 7.00pm**