

Overthorpe Parish Council

Councillors are hereby summoned to the Annual Meeting of Overthorpe Parish Council to be held at
Room 72, Chenderit School, Archery Road, Middleton Cheney
on **Tuesday 11th October 2022** at **7pm** to consider matters as set out below.

Agenda

13) Apologies

14) Declaration of any changes to pecuniary interests and interests on items on the agenda

15) Public Participation session. (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).

16) To approve the minutes of the meeting held on 30.05.22

17) Matters arising

- a) Update on Broadband Provision
- b) Vehicle Activated Sign (VAS) update
- c) Proposal to purchase litter picking equipment at a cost of up to £120 for use at the Parish Council (PC) litter picking events
- d) Venue for future PC meetings

18) Highways issues – Update on meeting with Helen Howard (Highways representative)

19) West Northants Council – Lack of response to issues raised several months ago

20) Website – Consideration of the possibility of updating the website software at a cost of £500

21) Parish Online - Parish mapping system

- a) Proposal to sign up for annual membership of Parish Online at a cost of £32 + VAT per annum
- b) To consider the best way to utilise the Parish Online system for Overthorpe

22) Finance

- a) Approval of the bank statement balances as at 05.10.21 of £2,614.80 and £23,913.75
- b) Confirmation of completion of the first and second quarterly (Apr to Jun and Jul to Sep) financial checks for 22/23
- c) Proposal to remove the noticeboard at Chetwode from the Asset Register due to it having been removed as in poor condition
- d) Proposal to remain opted in to the Smaller Authorities Audit Appointments (SAAA) arrangements
- e) To note payments made since last meeting under delegated powers:

30.05.22	NEST	Pension May	£16.68
20.06.22	ICO	Data Protection Fee	£35.00
01.07.22	AJC Landscape & Gardening Services	Verge strimming 21st June	£85.00
01.07.22	Kirsty Buttle	Salary and office June	£155.38
04.07.22	HMRC	Tax June	£37.60
05.07.22	NEST	Pension June	£16.68
01.08.22	NCALC	Annual subscription and DPO	£174.31
01.08.22	SNAST	Annual subscription	£25.00
01.08.22	Kirsty Buttle	Salary July	£155.38
01.08.22	HMRC	Tax July	£36.16
03.08.22	NEST	Pension July	£16.68

30.08.22	Kirsty Buttle	Salary August	£155.38
30.08.22	HMRC	Tax August	£37.60
30.08.22	Sibford Ferris Parish Council	Contribution to Clerk's Occupational glasses	£34.07
01.09.22	NEST	August pension	£16.68
05.10.22	Npower	Electricity Jan 22	£27.14
05.10.22	Npower	Electricity Feb 22	£23.56
05.10.22	Npower	Electricity Mar 22	£24.56
05.10.22	Npower	Electricity Apr 22	£21.82
05.10.22	Npower	Electricity May 22	£21.26
05.10.22	Npower	Electricity Jun 22	£19.40
05.10.22	Npower	Electricity Jul 22	£19.83
05.10.22	Npower	Electricity Aug 22	£19.77
05.10.22	Kirsty Buttle	Salary September	£153.78
05.10.22	HMRC	Tax September	£39.20
05.10.22	AJC Landscape & Gardening Services	Verge cutting 6th September	£85.00
05.10.22	Simon Baylis	Domain name	£22.94
05.10.22	E-on	Electricity Nov 21	£1.68
05.10.22	NEST	September pension	£16.68

f) To note receipts received since the last meeting:

09.06.22	Lloyds	Interest	£0.20
11.07.22	Lloyds	Interest	£0.22
09.08.22	Lloyds	Interest	£0.81
29.09.22	WNC	Precept	£3,048.50
09.09.22	Lloyds	Interest	£1.02

23) To review and adopt the following policies:

- a) Standing Orders
- b) Financial Regulations
- c) Scheme of Delegation
- d) Risk Assessment
- e) Code of Conduct

24) Planning applications received by West Northants Council

WNS/2022/1389/FUL – Castle Farm, Overthorpe Road, Overthorpe. Variation of condition 2 (plans. removal of condition 3 Arboricultural Method Statement, 5 - Method statement for enhancing bio diversity. 6-Samples of the slates. 7-scheme for landscaping. 8 details of the enclosures. 9 provision and implementation of foul and surface water drainage. 10 architectural detailing of the exterior .11 meter housing. 12 Details of the construction & 13 external walls WNS/2021/0726/FUL- (Proposed Single Storey Dwelling House)FOR Internal layout changes,Window positions, Wall detailing, Meter boxes added to elevations and Air Source Heat Pump added & submitting details as part of this application. **Overthorpe Parish Council objects to the variation requested by the Applicant in respect of Condition 3 of the Consent, on the basis that the site map contained in the Construction Method Statement submitted by the Applicant is factually incorrect. Surveys completed 'on the ground' have shown that the Root Protection Area of the ancient ash (T11 on Applicant's plan) extends substantially into the adjacent property. See attached Assessment based on accurate measurements taken on site. (Response made using delegated powers.)**

WNS/2022/1100/NA - OS Parcel 5616 South West of Huscote Farm and East of Daventry Road, Banbury.

Neighbouring authority consultation regarding the construction of up to 140000 sqm of employment floorspace (use class B8 with ancillary officers and facilities) and servicing and infrastructure including new site accesses, internal roads and footpaths, landscaping including earthworks to create development platforms and bunds, drainage features and other associated works including demolition of the existing farmhouse. **Overthorpe Parish Council would like to make you aware that they object to this application and fully support the response made by Chacombe Parish Council to Cherwell District Council which I have attached for your ease of reference. (Response made using delegated powers.)**

WNS/2022/1463/FUL - St Brides, Overthorpe Road, Overthorpe. Re-configure the existing parking layout by removing the timber gates, reducing the gradient of the parking area and re-surfacing with paving setts creating 2 no car parking bays. **No objections. (Response made using delegated powers.)**

WNS/2022/1558/FUL – Oakleigh, 18 Chetwode, Overthorpe. Single storey front extension, replacement outbuilding and replace garage with open carport. **No objections. (Response made using delegated powers.)**

WNS/2022/1727/FUL - Shillington Overthorpe Road, Overthorpe. Demolition of existing garage and new front and side extensions. Dormer windows to new and existing roof. **No representations made.**

WNS/2022/1389/FUL - Castle Farm, Overthorpe Road, Overthorpe. Variation of condition 2 (plans removal of condition 3 Arboricultural Method Statement, 5 - Method statement for enhancing bio diversity. 6-Samples of the slates. 7-scheme for landscaping. 8 details of the enclosures. 9 provision and implementation of foul and surface water drainage. 10 architectural detailing of the exterior. 11 meter housing. 12 Details of the construction & 13 external walls WNS/2021/0726/FUL- (Proposed Single Storey Dwelling House) FOR addition of detached double garage at front, Internal layout changes, Window positions, Wall detailing, Meter boxes added to elevations and Air Source Heat Pump added & submitting details as part of this application. **Overthorpe Parish Council strongly objects to this application. The previous approval granted for this proposed development was consequent to exclusion of a detached garage (that had been shown in original plans), to facilitate relocation of main building away from North/East boundary of property. Approval granted for the main building specifically excluded Permitted Development Rights in order to stop further expansion. The proposed garage would make the vehicle turning area (as previously approved) unusable. We also note that the Arboriculture Officer has concluded that the plans as submitted are inaccurate insofar as the root protection area of a neighbour's tree extends significantly under the proposed main building which may require further relocation of the proposed footprint. (Response made using delegated powers.)**

Planning decisions received from West Northants Council

WNS/2022/0859/FUL - Castle Farm Cottage Overthorpe Road, Overthorpe. Erection of single garage/workshop and garden tool shed at the end of existing drive. **Approved.**

Date of next meeting – 12th December 2022



Mrs K Buttle
Parish Clerk

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6th October 2022