

Overthorpe Parish Council

Councillors are hereby summoned to a meeting of Overthorpe Parish Council to be held at
Room 72, Chenderit School, Archery Road, Middleton Cheney
on **Monday 17th March 2025** at **7pm** to consider matters as set out below.

Agenda

36) Apologies

37) Declaration of any interests on items on the agenda

38) Public Participation session

39) To approve the minutes of the meeting held on 03.12.2024

40) Matters arising

- a) Survey re the possibility of reducing the speed limit in the village to 20mph
- b) To ratify the decision that needed to be made between meetings to repair the broken Vehicle Activated Sign (VAS) at a cost of £268.58 plus VAT
- c) Website hosting/support

41) Finance

- a) Approval of the bank statement balances as at 11.03.25 of £176.44 and £21,833.41
- b) To confirm completion of the third (Oct to Dec) quarterly financial check for the 2024-25 financial year
- c) Request from Warkworth Church for the Parish Council to make a contribution to their grass cutting costs – Budgeted amount is £385 – Church grass cutting costs for the year were £2,000
- d) To review the spend against budget to date
- e) To agree the following regular payments list from the 2024/25 agreed budget delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by a councillor in order for the payment to be made

Clerk's salary	£3,200
Expenses - councillors, clerk, etc.	£130
Telephone charges	£15
Photocopying, stamps and stationery	£50
Internal audit	£85
Insurance	£500
Training costs	£200
Data protection	£50
NCALC Subs	£190
Parish council events/meeting costs (AGM catering, etc)	£230
Electricity-street lighting	£400
Street lighting repair & maintenance	£150
Verge mowing and plant troughs	£765
Website	£100
Poppy wreath donation & defib (S137)	£100
Churchyard mowing	£400
Other (SNAST)	£200

Grit bins filling	£100
VAS and Licence	£4,733
Contested Election 2025	£1,051
Bank charges	£51

f) To note payments made since last meeting under delegated powers:

24.12.24	Npower	Streetlighting Nov 24	£37.05
24.12.24	Sheerclass Computing	5 year SSL licence and 1 yr technical service	£74.58
24.12.24	Kirsty Buttle	Salary and office Dec 24	£190.33
24.12.24	HMRC	Tax Dec	£46.80
31.12.24	NEST	Pension Dec	£21.27
30.01.25	Kirsty Buttle	Salary and office Jan	£190.33
30.01.25	HMRC	Tax Jan	£46.80
31.01.25	NEST	Pension Jan	£20.59
24.02.25	Npower	Streetlighting Dec 24	£37.89
24.02.25	Chenderit School	Room hire 3rd Dec	£37.50
24.02.25	TWM	Inspection, repair and report	£322.30
24.02.25	Npower	Streetlighting Jan 25	£40.79
24.02.25	Kirsty Buttle	Salary and office Feb	£190.33
24.02.25	HMRC	Tax Feb	£46.80
05.03.25	NEST	Pension Feb	£20.59
18.02.25	Lloyds	Bank fee	£4.75

g) To note receipts received since the last meeting:

09.12.24	Lloyds	Interest	£17.92
09.01.25	Lloyds	Interest	£19.48
20.02.25	Lloyds	Credit	£1.82
10.02.25	Lloyds	Interest	£19.66

h) To approve the following payments not yet made:

Zurich	Parish insurance	£325.87
Kirsty Buttle	Salary and office Mar	£190.33
HMRC	Tax Mar	£46.80
NEST	Pension Mar	£20.59

42) Preparations for 2025 Parish Elections

43) To agree grass cutting arrangements for 2025

44) Planning applications received by West Northants Council – None.

45) Planning decisions received from West Northants Council

2024/5164/FULL – 6 Chetwode, Overthorpe. Conversion of garage into a study and utility room. **Approved.**

46) Notifications of Tree Work received from West Northants Council

Castle Farm Cottage, Overthorpe Road, Overthorpe. Intended tree work includes: Reduction to 1 x Magnolia Tree. Section fell to 1 x dead Birch Tree.

47) Plans for the 2025 Annual Parish Meeting

48) Proposal to exclude the public and the press to discuss a confidential matter re staff

49) To review the Clerk's salary for the 2025-26 financial year

Date of next meeting – 19th May 2025



Mrs K Buttle
Parish Clerk

clerk@overthorpe.org
Tel: 07419 126 206

12th March 2025