

Overthorpe Parish Council

Minutes of a meeting of Overthorpe Parish Council held at **Room 72, Chenderit School, Archery Road, Middleton Cheney on Tuesday 11th October 2022 at 7pm**

Present: Cllr S Baylis, Cllr R Randall, Cllr R Hawkins, Cllr P Cavanagh, Clerk.

In attendance: 0 members of the public.

13) Apologies – Apologies were accepted from Cllr G Hughes.

14) Declaration of any changes to pecuniary interests and interests on items on the agenda – None.

15) Public Participation session - None.

16) To approve the minutes of the meeting held on 30.05.22 – The minutes were proposed, agreed, and duly signed.

17) Matters arising

- a) Update on Broadband Provision – Road closure is fixed for 24th to 30th November for 5 days for the fibre broadband installation. The terms of the DCMS Grant require subscribers to upgrade within 2 months of Openreach confirming that Full Fibre is available.
- b) Vehicle Activated Sign (VAS) update – Cllr Hawkins and the Clerk have been chasing up the installation of the new VAS post which was paid for in April. There is still no clarity on when this will be installed. **Clerk to write to the district councillor responsible for Highways asking for their help as in any other business it would be totally unacceptable to receive payment in April and still not be able to advise when the work will be completed in October.** The clerk has submitted a grant application to The National Lottery Fund for a VAS but they turned it down on the basis that they believe it is a 'statutory activity that should be provided by the police or local authority'. The Clerk has also submitted a grant application to the Northants Road Safety Community Fund for a VAS.
- c) Proposal to purchase litter picking equipment at a cost of up to £120 for use by residents when litter picking – Proposed and agreed. **Cllr Cavanagh to arrange purchase of required items.**
- d) Venue for future PC meetings – It was agreed that if possible it would be good to be able to hold meetings in the village in future. There is a room that has recently been built which may be suitable if it has been completed and is available. **Cllr Cavanagh agreed to speak to the property owner to ask if the room is available for hire.**

18) Highways issues – Update on meeting with Helen Howard (Highways representative) – There has been no further update from Helen who in the view of the PC has failed to make any progress on the S106 monies allocated to Overthorpe. **Clerk to e-mail Helen again to chase up and copy in the district councillor who is responsible for highways to remind them that the issue is still outstanding.**

19) West Northants Council – Lack of response to issues raised several months ago – No response received from Jonathan Nunn re e-mail sent to him on 8th July. **Clerk to advise Cllr Rosie Herring who had arranged the communication between the PC and Jonathan Nunn that no response has been received.**

20) Website – Consideration of the possibility of updating the website software at a cost of £500 – It was proposed and agreed to go ahead with the required updates.

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 – Proposed and agreed.
- b) To consider the best way to utilise the Parish Online system for Overthorpe – It was agreed that the system will be used to help inform the PC responses to planning applications and will be used to map PC assets. **Cllr Baylis will put the assets onto the system. Clerk to send logins to Cllr Cavanagh and Cllr Hawkins.**

22) Finance

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

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: Noted.

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 – Proposed and agreed.
- b) Financial Regulations – Proposed and agreed.
- c) Scheme of Delegation – Proposed and agreed.
- d) Risk Assessment – Proposed and agreed.
- e) Code of Conduct – Proposed and agreed.

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 assesses, 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.**

Meeting closed @ 8:07pm.

Date of next meeting – 12th December 2022

Signed..... Date.....