

Overthorpe Parish Council

Minutes of a meeting of Overthorpe Parish Council held at **Room 72, Chenderit School, Archery Road, Middleton Cheney on Monday 18th March 2024 at 7pm.**

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

In attendance: 0 members of the public.

29) Apologies – Cllr G Hughes.

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

31) Public Participation session - None.

32) To approve the minutes of the meeting held on 11.12.23 – The minutes were proposed, agreed, and duly signed.

33) Co-option of new councillor – No applications. **Cllr Baylis to send out another advert.**

34) Matters arising

- a) Website update – The website has now been updated.
- b) Update re concerns raised by parishioner re parking on the footpaths in the village and the possibility of reducing the speed limit in the village to 20mph – The parishioner is unable to commit to do a survey so **Cllr Baylis will look into organising a survey** aiming to receive the village feedback before the Annual Parish Meeting so the responses can be reviewed and discussed with parishioners at that meeting.
- c) Blacklocks Hill – Fly-tipping update for residents – Cllr Baylis checks the area once a week and for the last few weeks there haven't been any issues relating to flytipping or HGVs so Cllr Baylis will stop the regular checks but if parishioners notice the issue reoccurring please let the PC know. There is someone who litter picks in that area and leaves the black bags on the side of the road/verges. This is not considered flytipping but West Northants Council (WNC) does need to be informed there are bags that require collecting. Parishioners can request a collection by e-mailing Daniel.Johnson@westnorthants.gov.uk.
- d) Flytipping – Overthorpe Road. Third instance of tyres dumped in entrance to field -reported to Fix My Street five weeks ago but not yet cleared. It was suggested that the tyres may not be considered to be on WNC land and believe them to be on private land hence why they have not collected the tyres this time. It was agreed that the **Clerk should contact the agent who manages the letting of the land advising them of the flytipping and asking if they could arrange for it to be cleared and advise them of the WNC scheme that offers help to private landowners to clear flytipping.**
- e) To consider registering with the Parish Council Domain Helper Service – supporting parish councils to move to a .gov.uk domain – After some discussion it was agreed that the PC does not wish to make the change to a .gov.uk domain.

35) Finance

- a) Approval of the bank statement balances as at 12.03.24 of £77.63 and £19,891.30 – Cllr Cavanagh confirmed the balances stated are correct.
- b) To confirm completion of the third (Oct to Dec) quarterly financial check – Cllr Hughes has confirmed by e-mail that the check has taken place and all was found to be in order.
- c) To note payments made since last meeting under delegated powers: Proposed and agreed.

27.12.23	Chacombe Parish Council	Share of Clerk's laptop	£112.22
27.12.23	Kirsty Buttle	Salary and office Dec	£179.74
27.12.23	HMRC	Tax Dec	£44.00
29.12.23	NEST	Pension Dec	£19.40
29.01.24	Warkworth Church	Donation re grass cutting	£385.00

29.01.24	Npower	Streetlighting Nov 23	£36.36
29.01.24	E-on	Streetlight repairs no 9 and 11	£63.60
29.01.24	Kirsty Buttle	Salary and office Jan	£179.54
29.01.24	HMRC	Tax Jan	£44.20
29.01.24	Npower	Streetlighting Dec 23	£37.58
31.01.24	NEST	Pension Jan	£19.40
26.02.24	Zurich	Annual insurance	£325.87
26.02.24	Npower	Streetlighting Jan 24	£39.47
26.02.24	Kirsty Buttle	Salary and office Feb	£179.74
26.02.24	HMRC	Tax Feb	£44.00
29.02.24	NEST	Pension Feb	£19.40

d) To note receipts received since the last meeting: Noted.

11.12.23	Lloyds	Interest	£24.87
09.01.24	Lloyds	Interest	£22.03
09.02.24	Lloyds	Interest	£22.99
11.03.24	Lloyds	Interest	£22.15

e) To approve the following payments: Proposed and agreed.

Npower	Streetlighting February	£34.72
Kirsty Buttle	Salary, office, and expenses	£194.53
HMRC	Tax March	£44.20
NEST	Pension March	£19.40

f) To review the spend against budget to date – these figures include the payments proposed in items 35e to show the likely end of year balances – A councillor asked what spend is included within the £1,595 spent against the poppy wreath (S137) line as this is a much higher value than would be spent on a poppy wreath. The Clerk advised that this includes the spend on the defibrillator as defibrillators need to be purchased under the S137 powers and usually Overthorpe PC only spends on Poppy Wreath's using S137 hence the line description. The Clerk agreed to update the line title for the 2023/24 financial year to include 'defibrillator'.

g) Proposal to make the following amendments to the Asset Register resulting in a new Asset Register value of £22,530 – Proposed and agreed.

- Add the Vehicle Activated Sign purchased in June 2023 (£4,733)
- Add the defibrillator and cabinet purchased in Sep 2023 (£1,525)

h) 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 – Proposed and agreed.

Clerk's salary	£3,050.00
Expenses - councillors, clerk, etc.	£130.00
Telephone and Cloud storage charges	£35.00
Photocopying, stamps and stationery	£50.00
Internal audit	£75.00
Insurance	£450.00
Training costs	£200.00
Data protection	£45.00
NCALC Subs	£190.00

Parish council events/meeting costs (AGM catering, etc)	£220.00
Electricity-street lighting	£400.00
Street lighting repair & maintenance	£150.00
Verge mowing and plant troughs	£600.00
Website	£500.00
Poppy wreath donation and defib (S137)	£100.00
Churchyard mowing	£385.00
Other (SNAST/Parish Online)	£200.00
Grit bins filling	£100.00

36) To consider a response to the West Northamptonshire Council Local Plan in relation to the Overthorpe Settlement Hierarchy – After some discussion it was agreed that **CLlr Baylis should complete the response on behalf of the PC** taking account of the suggestions made at the meeting.

37) Planning applications received by West Northants Council

2024/0080/FULL - The Frances Hay Centre Blacklocks Hill Overthorpe. Change of use from residential bungalow to training facility with office and breakout space (sui generis). Demolition of existing single storey kennel and storage building. Erection of new single storey building. New windows and internal alteration to Dog Welfare Building. Single storey front extension to reception building. **No objection. (Response made using delegated powers).**

2023/6196/RM - Land between Hill House and Chetwode, Overthorpe. Reserved Matters Application pursuant to S/2020/1694/OUT (single Custom/Self-Build dwelling). **No comment. (Response made using delegated powers).**

2024/1034/FULL - Land east of Warkworth Road, Overthorpe. Solar panels to garage and house roof. Roof lights to garage. **No objection.**

Planning applications received by Cherwell District Council (CDC)

23/03428/OUT - OS Parcel 7921 South Of Huscote Farm And North West Of County Boundary, Daventry Road, Banbury. Outline planning application for the construction of up to 140,000 sqm of employment floorspace (use class B8) with ancillary offices 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. **Objection. The full objection can be found on the CDC website under planning. (Response submitted using delegated powers).**

Planning decisions received from West Northants Council - None

38) Plans for the 2024 Annual Parish Meeting –The APM will take place from 7-7:30pm on 14th May 2024. The topic for discussion will be the feedback from the survey re road/traffic issues in the parish.

39) Proposal to increase the clerk’s salary by 1 SCP as at 1st April 2024 resulting in SCP 26 – Proposed and agreed.

Meeting closed @ 8:11pm

Date of next meeting – 14th May 2024

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