

## **Overthorpe Parish Council**

Minutes of a Meeting of Overthorpe Parish Council held in **Room 72, Chenderit School**, Archery Road, Middleton Cheney on **Monday 21<sup>st</sup> March 2022** at **7pm**.

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

In attendance: 1 member of the public.

**27) Apologies** – None.

**28) Declaration of any interests on items on the agenda** – None.

**29) Public Participation session** – A parishioner has e-mailed the Clerk advising that in relation to item 31d they do not think it is possible to tidy and plant around the trough at the Banbury end of the village due to the tree waste that was dumped there when a fallen tree was removed during the winter and asked if there is something the Parish Council (PC) can do about the waste. It was noted that the tree waste has been reported to Highways a number of times but they have not taken any action. Cllr Cavanagh reported the issue again on fixmystreet.

**30) To approve the minutes of the meeting held on 13.12.21** – The minutes were proposed, agreed, and duly signed.

### **31) Matters arising**

- a) Councillor Vacancy – There have been no applications to join the Parish Council. The parishioner in attendance advised that if no other interest is shown before the May meeting they will consider joining the parish council at that meeting.
- b) Update on Broadband Provision – The contract with Openreach has now been signed so the project is just waiting on them. It must be completed within a year or Openreach will need to apply for an extension on the funds but it would be preferred if they do not need to apply for an extension due to the risk of it not being approved. It is important that the parishioners who have signed up proceed to redeem their vouchers and sign up to fibre at the appropriate time. **Cllr Randall will provide a notice for Cllr Baylis to put out to parishioners to remind them to sign up.**
- c) Vehicle Activated Sign update – The licence has been paid for but now waiting on someone to come out to agree the location for the new post. **Cllr Hawkins to chase Highways up on this.**
- d) Request from parishioner to increase the size of the flower trough near the village sign as it currently does not hold enough soil/water for the plants to thrive – It was agreed not to change the trough and see how it goes with the existing one for the time being. The new volunteer who is looking after the troughs should come back to the PC if they think it needs replacing with a larger trough.
- e) Update from District Cllr Rebecca Breese re actions from last meeting - Cllr Breese has provided an update by e-mail stating that she is pushing West Northants Council (WNC) to respond to consultations and try and engage as much as they are able. Cllr Breese has passed on the issue of the footpath to Cllr Solesbury-Timms who has advised that he would like to support the PC in their request.
- f) Parishioner plans for Queen's Platinum Jubilee Celebrations – A couple of parishioners are planning an informal village party and welcoming Overthorpe and Warkworth parishioners to bring a picnic and bunting etc. They will be sending out a flyer to invite parishioners and asked if the PC would be willing to put a message out through the PC website and WhatsApp group to invite parishioners. **Cllr Baylis to send out notice when received from parishioner.**
- g) Proposal to organise a spring litter picking event – It was agreed to organise an event soon. **Cllr Cavanagh agreed to organise this.**
- h) Cherwell Local Plan – update and consideration of any further actions needed – The PC have already made Cllr Breese aware that there are concerns in the area about the level of development being proposed locally and there is little more that the PC can do. The next steps are for Cllr Breese to follow this up. Middleton Cheney PC have invited neighbouring PCs to attend their meeting on 24<sup>th</sup> March to show the strength of

feeling in the area against the proposals. Unfortunately the parish councillors are unable to attend the meeting on Thursday so it was agreed that the **Clerk should reiterate to Cllr Breese that the PC strongly oppose any development in the Nethercote and M40 junction area in advance of Thursday's meeting.**

- i) Plans for 2022 Annual Parish Meeting (APM) – It was agreed that the APM will take place immediately after the ordinary parish council meeting to be held on May 30<sup>th</sup> at 7-7:30pm. If possible the meeting should be held in the Church. **Clerk to book the Church. Clerk to invite District Councillors to attend and provide a report.** The Neighbourhood Policing Team has written to all PCs in the area asking for advance notice of requests for them to attend APMs as they struggle to fit them all in at short notice. The PC agreed that the policing team's offer is to attend to talk about crime, drugs, and anti-social behaviour which does not appear to be an issue in Overthorpe therefore they do not feel it would be beneficial to invite them.

**32) To note Northants CALC's Asset Mapping Project (AMP) and to create an AMP Working Group comprising one officer and (2) councillors** – Proposed and agreed. The Working Group will be Cllr Baylis, Cllr Hawkins, and the Clerk.

**33) Highways issues**

- a) Feedback from Helen Howard (Highways representative) following meeting with councillors – advised estimated costs for footpaths is £250k – Cllr Breese has passed this query onto Cllr Solesbury-Timms who has offered to meet with a councillor to discuss this further but as yet no meeting has been arranged.

**34) To receive quotes and appoint a contractor to complete the grass cutting for the 2022/23 season** – The quotes received were between 100% and 500% more than the PC had been paying previously. After some discussion it was agreed that as the land that is cut under this contract is the responsibility of Highways it would be worthwhile ceasing the additional cuts provided by Overthorpe PC and report to Highways via fixmystreet when it appears that the grass is reducing visibility at the junction and is therefore a health and safety concern. The PC can revisit this decision in future if it is felt that West Northants Council do not respond appropriately to the reports made.

**35) Finance**

- a) Approval of the bank statement balances as at 15.03.22 of £59.73 and £23,626.12 – Cllr Hawkins confirmed the balances stated are correct.
- b) Confirmation of completion of the third quarterly (Oct to Dec) financial check for 21/22 – Cllr Hawkins confirmed the check has taken place and all was found to be in order.
- c) Proposal to increase the clerk's salary by 1 SCP as at 1st April 2022 resulting in SCP 24 – Proposed and agreed.
- d) Proposal to provide a working from home payment to the Clerk for the costs of heating, lighting, etc – It was proposed and agreed to provide an allowance of £5 per month from 1<sup>st</sup> April 2022.
- e) Proposal to purchase a paper shredder for the Clerk's office at a cost of £65.91 plus VAT (VAT will be reclaimed) – Proposed and agreed.
- f) To note payments made since last meeting under delegated powers: Proposed and agreed.

16.12.21	Warkworth PCC	Donation	£350.00
16.12.21	E-on	Streetlighting November	£17.09
16.12.21	Kirsty Buttle	Salary December	£143.01
16.12.21	HMRC	Tax December	£35.80
30.12.21	NEST	Pension December	£15.86
04.02.22	NEST	Pension January	£15.86
01.02.22	Npower	Streetlighting December 21	£27.23
01.02.22	Chenderit School	Room hire 13.12.21	£45.00
01.02.22	Kirsty Buttle	Salary January	£149.01
01.02.22	HMRC	Tax January	£35.80
23.02.22	Zurich Municipal	Parish Insurance Apr 22 to Mar 23	£308.90
23.02.22	Kirsty Buttle	Salary February	£143.21

23.02.22	HMRC	Tax February	£35.60
23.02.22	Kirsty Buttle	Expenses - Phone SIM and cloud storage	£13.99
28.02.22	NEST	February pension	£15.86

g) To approve payment of the following invoices: Proposed and agreed.

Kirsty Buttle	March salary plus backpay	£172.82
HMRC	March tax	£43.20
NEST	March pension	£19.16

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

09.12.21	Lloyds	Interest	£0.21
10.01.22	Lloyds	Interest	£0.22
09.02.22	Lloyds	Interest	£0.20
09.03.22	Lloyds	Interest	£0.18

**36) Planning applications received by West Northants Council - None**

**Planning decisions received from West Northants Council**

**WNS/2022/0175/106DV - Land between Hill House and Chetwode, Overthorpe.** Application to vary the Section 106 Agreement entered into in respect of planning permission S/2020/1694/OUT [Outline planning application for a single Custom/Self-Build dwelling with all matters reserved except for access]. **Approved.**

Meeting closed @ 8:24pm

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