

Overthorpe Parish Council

Councillors are hereby summoned to a meeting of Overthorpe Parish Council to be held at
The Parish Meeting Room, Main Road, Middleton Cheney, OX17 2LR
on **Monday 29th September 2025** at **7pm** to consider matters as set out below.

Agenda

16) Apologies

17) Declaration of any interests on items on the agenda

18) Public Participation session

19) To approve the minutes of the meeting held on 19.05.2025

20) Matters arising

- a) Concerns raised about the VAS post at east end of the village which appears to be falling over
- b) New booking system for Farthinghoe Recycling Centre

21) Reporting of drainage issues in the parish

22) Highways related issues

- a) Replacement of damaged Village Sign
- b) To consider the possibility of repositioning the 30mph sign on Overthorpe Hill (western approach to village) and removal of existing signage/fallen tree
- c) Potential to implement traffic calming through the village through the use of cameras

23) Grass cutting

- a) To consider offer from WNC for the Parish Council (PC) to take on responsibility for cutting the grass verges in the parish for an annual reimbursement of £219.47
- b) To consider quote of £100 from the existing contractor to cut all verges within the 30mph limit of the village

24) To approve amendments to the Risk Assessment Document

25) Finance

- a) Approval of the bank statement balances as at 23.09.25 of £135.64 and £21,786.96
- b) To confirm completion of the first (Apr to Jun) quarterly financial check for the 2025-26 financial year
- c) To note payments made since last meeting under delegated powers:

31.05.25	Unity Trust Bank	Account fee	£6.00
03.06.25	Complete Ground Management	Grass cutting April	£120.00
03.06.25	Kirsty Buttle	Salary and office May 25	£208.34
03.06.25	HMRC	Tax May 25	£48.00
30.05.25	NEST	Pension May 25	£21.12
25.06.25	Chenderit School	Room hire 19.05.25	£52.50
25.06.25	Kirsty Buttle	Salary, office, and expenses	£212.52
25.06.25	HMRC	Tax June 25	£48.00
30.06.25	NEST	Pension June 25	£21.12
30.06.25	Unity Trust Bank	Account fee	£6.00
30.07.25	Kirsty Buttle	Salary and office Jul	£219.35
30.07.25	HMRC	Tax Jul	£54.00
01.08.25	NEST	Pension Jul	£23.80

31.07.25	Unity Trust Bank	Account fee	£6.00
26.08.25	ICO	Data Protection Fee	£47.00
29.08.25	Kirsty Buttle	Salary and office Aug	£201.05
29.08.25	HMRC	Tax Aug	£49.60
02.09.25	NEST	Pension Aug	£21.79
31.08.25	Unity Trust Bank	Account fee	£6.00
22.09.25	Npower	Streetlighting Feb 25	£39.05
22.09.25	Npower	Streetlighting Mar 25	£36.36
22.09.25	Npower	Streetlighting Apr 25	£28.98
22.09.25	Npower	Streetlighting May 25	£26.78
22.09.25	Npower	Streetlighting Jun 25	£23.76
22.09.25	Npower	Streetlighting Jul 25	£25.24
22.09.25	Npower	Streetlighting Aug 25	£28.14
22.09.25	Kirsty Buttle	Salary and office Sep 25	£201.25
22.09.25	HMRC	Tax Sep	£49.40

d) To note receipts received since the last meeting:

30.06.25	Unity Trust Bank	Interest	£127.70
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e) To approve the following payments not yet made:

NEST	Pension Sep	£21.79
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26) To appoint a Climate & Nature Champion to represent the council in matters relating to the climate, nature, and the environment

27) Planning applications received by West Northants Council]

2025/1944/FULL – Blacklocks Farm, Blacklocks Hill, Overthorpe. Demolition of an agricultural building and the erection of a new dwelling. **No objection.** *(Response made using delegated powers).*

28) Planning decisions received from West Northants Council - None

29) Notifications of Tree Work received from West Northants Council

2025/3367/TCA - Stone House, Overthorpe Road, Overthorpe. Works to 1 x Oak Tree in Conservation Area.

Date of next meeting – 17th December 2025



Mrs K Buttle
Parish Clerk

clerk@overthorpe.org

Tel: 07419 126 206

24th September 2025