

## LITCHBOROUGH PARISH COUNCIL

Minutes of Parish Council Meeting held at 7 pm in the Village Hall

TUESDAY 17<sup>th</sup> September 2024

1. **Councillors present - Chairman Cllr Sykes, Cllrs Aked-Walker, Robinson, Drinkwater, Lowery, Cllr Manners (WNC)**
2. **Apologies – Cllr Lugar-Mawson, Litchborough Parish Clerk (Cllr Robinson taking the minutes)**
3. **Members of the public present - 2**
4. **Co-option of new Councillor – Teresa Cox:**  
**Proposed by: Cllr Sykes, Seconded by: Cllr Aked-Walker**  
**Teresa Cox was duly co-opted onto the Parish Council.** She completed her Acceptance of Office Form and Cllr Robinson handed her the Declarations of Interest form for her to complete
5. **Public Forum:** Members of the public can raise any issue with prior notice to the Clerk – Cllr Manners reported on the West Northants Council:
  - The DHL Planning Application at Bell Plantation was refused by the WNC Planning Committee, DHL have appealed the decision
  - Despite Adult and Childrens Social Care costs creating huge pressures for WNC the Council is in a reasonably strong financial position
  - Towcester Relief Road is now expected to be completed early 2026
  - Following the change of Government:
    - o WNC has received a 22% increase in its housing allocation, village communities will be required to contribute to meeting the new allocation
    - o The Local Plan is delayed, a revised document will subsequently be available for comment
6. **Declarations of Interest** – none declared
7. **Minutes:** The minutes of the meetings held on 16<sup>th</sup> July 2024 were agreed and signed.
8. **Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
  - **Defibrillator** – to receive update (Cllr Aked-Walker) – no issues
  - **Website** - to receive update (Parish Clerk) – no issues
  - **Footpaths and ROW** - to receive update (Cllr Drinkwater) – no issues
  - **Snow and Tree Warden** – to receive update (Cllr Robinson) – no issues – following her appointment **Cllr Cox** to take on the roles of Snow and Tree Warden

Signed-----

Date-----

- **Youth Club** – Gemma Johnston – Smith was in attendance to provide an update report, which was circulated to the Councillors. The Youth Club has received a £9k grant, this represents full funding from June 2024 to March 2025. The possibility of sharing the costs with neighbouring Parish Councils was raised. **Clerk to send Gemma the contact details of the Clerks from neighbouring Councils whose children attend the Youth Club in Litchborough.**

## 9. Report on Informal Strategy Review Meeting

The notes of the meeting were discussed and it was agreed that:

- the business of the Council should be considered in terms of Administration and Strategy, with an emphasis on Strategy
- wrt Administration, the Council agreed to implement some changes – **Action Cllr Robinson, Clerk:**
  - draft Minutes to be circulated within 7 days of the meeting
  - the Accounts to be circulated before the meetings
  - production of a Yearly Activity List with dates of meetings and events and for this to be published on the Website and the Notice Board
- wrt Strategy:
  - a Strategy agenda item to be included in the meeting
  - the current list of Strategic items for discussion are:
    - EV points in the village. Contact ACRE for their point of view on EV points in villages and **Action Cllr Lowery** to circulate ECO magazine with sources of available funding.
    - Parking issues in the village
    - Consideration of a Neighbourhood Plan, in the light of the recent increases in the WNC housing allocation
    - Building the Community

## 10. Finance:

The following payments were agreed (total of £1,591.29):

Payee	Net	VAT	Total £	Chq No
1PCS – hosting of domain name & email - July	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email - August	20.00	4.00	24.00	DD
R and G – maintenance playing field and Churchyard X2 (July and Aug)			811.80	DDs
R and G – payment of VAT on first invoice		67.65	67.65	15

Signed-----

Date-----

Heartbeat – annual support for defibrillator	126.00	25.20	151.20	16
V Hartley – Salary for August & September			512.64	17
<b>Total</b>			<b>£1,591.29</b>	

**Other financial matters to note:**

- Bank balance at 10.9.24 – £19,174.92
- Bank balance at 17.9.24 - £17,583.63

This includes deposit from Cambridge account of £1,054.67

- Councillors to sign Application for Deposit Account with Unity Bank
- Council to agree on change of Internal Control Officer to **Cllr Robinson** from Cllr Lowery. This change was agreed.

**11. Planning Applications and updates** – No items on Planning Register, however, just in at time of writing:

- Application No. 2024/4186/FULL Proposal Replacement of open porch only - Deer Park Cottage, 8 Ivens Lane, Litchborough, NN12 8JG.
- Application No 2024/3457/FULL - Spinney Farm agricultural dwelling – no comments from PC
- Application No 2024/3459/ FULL – rear single storey extension – 5, Manor Close – no comments from PC

**12. To note and action correspondence where necessary. Various updates circulated.**

**13. Other matters for report only:** To discuss issues arising too late for the agenda. No decisions can be taken.

**14. To receive any items for the next Parish Council agenda**

**15. Date of next Full Council Meeting: Tuesday 19<sup>th</sup> November 2024  
7:00pm**

Signed-----

Date-----