

LITCHBOROUGH PARISH COUNCIL

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

TUESDAY 18th March 2025

1. **Councillors present – Cllrs Sykes, Aked-Walker, Lugar-Mawson, Drinkwater Cox, Cllr Manners, WNC**
2. **Apologies – Cllr Robinson**
3. **Members of the public present – none**
4. **Public Forum:** Members of the public can raise any issue with prior notice to the Clerk – Cllr Manners reported on:
 - Council tax has risen 5%
 - Welfare costs are climbing
 - Elections to take place on 1.5.25
 - Towcester Recycling centre to open 7 days a week
 - Local Plan to be raised, housing targets may be set in villages
 - DHL - Appeal – outcome in April
5. **Declarations of Interest** – to receive any on agenda items – no items on this agenda
6. **Minutes:** The minutes of the meeting held on 21st January 2025 were confirmed and signed and the extraordinary meeting of 20th December 2024 were also signed.
7. **Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
 - **Defibrillator** – to receive update (Cllr Aked - Walker) – batteries have been replaced.
 - **Website** - update (Clerk – Viv Hartley) – All Agendas and Minutes are on website. Newsletters added monthly and NCALC mini updates weekly. Updates from other organisations are added as they come in. **Clerk** to check entry for Cllr Cox
 - **Footpaths and ROW** - to receive update (Cllrs Drinkwater and Cox) – update to be sent to Clerk for website
 - **Snow and Tree Warden** – update (Cllr Cox) - no issues.
8. **Payments and direct debits approved:**

Signed-----

Date-----

Payee	Net	VAT	Total £	Chq/Ref No
1PCS –hosting of domain name & email January	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email February	20.00	4.00	24.00	DD
Save Towcester Now (approved at extraordinary meeting)	1000.00		1000.00	28
Save Towcester Now(approved at extraordinary meeting)	500.00		500.00	29
V Hartley – Salary for Feb + Mar	532.80		479.60	30
V Hartley – Office use 2024 - 5 as per budget	235.00		235.00	30
V Hartley Exps 2024 – 5 as per budget	212.00		212.00	30
Unity Bank – service fee	6.00		6.00	DD
Marcus Young – Annual bill for dog bins	673.92	112.32	561.60	31

Total £3042.20

Financial matters to note:

Bank balance at 11.3.25 – £19544.80, balance at 18.3.25 - £16502.60

- 9. Grass cutting arrangements for 2025** were confirmed to be paid for by Parish Council –

R and G Grounds Maintenance would require monthly amount of £405.90 including vat per month for 8 months. This will be set up as a standing order.

- 10. Council reviewed Insurance Pre Renewal Questionnaire, for 2025-26** (Previously circulated). **Clerk** to ask for explanation of Personal Accident entry.

- 11. Council reviewed the Effectiveness of Internal Audit** – the document was agreed and signed by the Chairman.

- 12. Arrangements for up coming Election on May 1st** – notices displayed and on website. Emails sent to councillors containing Nomination packs. Clerk to give out Candidate's numbers from Electoral Register. Councillors to complete nomination forms.

- 13. Street lighting supplier** – Council to consider switching supplier from N Power to Lumina for an up front cost of £250 – this item to be considered at a future meeting.

- 14. Planning Applications and updates** – See Planning Register below – items for consultation: none

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

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

- **Cllr Cox** reported that on the insurance position for the Community Allotment. It was agreed that this was important.

Signed-----

Date-----

Group can then request for grant for payment by the Parish Council. Cost £100.

- **Cllr Lugar-Mawson** asked whether the Council wanted to mark VE Day – 80 Year anniversary. He will purchase a flag for about £20 to go on the church.
- **Cllr Drinkwater** had received the advisory 20 mph signs from WNC. The Council agreed their locations and she and Cllr Cox agreed to install them.

17. To receive any items for the next Parish Council agenda - agreed

18. Date set for Annual Parish Assembly (must be held during April or May) – prior to next full Council meeting **at 6.30pm on May 20th.**

19. Date next Full Council meeting (the Annual Meeting) 7 pm Tuesday May 20th 2025

DRAFT

Signed-----

Date-----