

LITCHBOROUGH PARISH COUNCIL

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

TUESDAY 19th March 2024

1. **Councillors present - Chairman Cllr Sykes, Cllrs Aked-Walker, Drinkwater, Brunning, Robinson, Lugar – Mawson, Cllr Manners, WNS**

Apologies – Cllr Lowery and Cllr Manners

2. **Members of the public present - none**
3. **Public Forum** : Members of the public can raise any issue with prior notice to the Clerk - none
4. **Declarations of Interest** – None
5. **Minutes**: The minutes of the meetings held on 16th January 2024 were agreed and signed.
6. **Ongoing Issues**: To report progress on, and to decide on any appropriate action on the following items:
 - **Defibrillator** – to receive update (Cllr Aked -Walker) – nothing to report
 - **Website** - to receive update (Cllr Brunning) – nothing to report
 - **Footpaths and ROW** - to receive update (Cllrs Bruning and Drinkwater) – Footpaths have been walked and all in good order.
 - **Snow and Tree Warden** – to receive update - Cllr Robinson proposed that Planning Applications for Tree Preservation Orders or Notifications for those in the Conservation Area are not circulated by the Clerk to all the Councillors but just him as Tree Officer. This was agreed.
 - **Youth Club** – to receive update and discuss funding - Cllr Aked-Walker had received correspondence from Gemma Johnston Smith the Youth and Community Manager from Youth Inspire. There is a temporary funding issue when the current grant ends resulting in a potential break in provision unless funds are sourced. Each session costs £200 each month and a further £200 if the participants are taken for allotment sessions. There are normally 18/20 participants at each session. After discussion it was agreed that the Council would grant them £200 initially but would require the Manager to attend the May Parish Council meeting to inform the Council as to where the participants are from and how the monies are spent. Depending on the answers to the questions posed the Council may fund some more until a further grant is obtained by Youth Inspire. **Clerk** to draft an email outlying this suggestion for perusal by the Council.
7. Council to consider request for assistance in running of **Boxing Classes** by resident of the village – Clerk had invited her to meeting but there had been no response.

Signed-----

Date-----

8. The following payments were agreed (total of £1775.54)

| Payee | Net | VAT | Total £ | Chq 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 |
| V Hartley – Expenses and office use for 2023-4 | 426.00 | | 426.00 | 042 |
| Marcus Young Environmental Services – annual dog bin emptying | 617.76 | | 617.76 | 043 |
| V Hartley – Salary for Feb and Mar | 512.64 | | 512.64 | 044 |
| B.Osborne – Annual pay roll fee | 171.00 | | 171.00 | 045 |

Financial matters to note:

- **Bank balance at 12.3.24 – £ 21223.04, Bank balance at 19.3.24 - £19447.64**
 - **Interim Internal Audit Report from Di Isaacs at NCALC – circulated – The Clerk had answered queries about the monies granted by the Council to the Community Allotment project.**
 - **Mobile phone costs now to be shared by Brafield PC as well as Gayton PC,**
9. **Council to decide on response to Local Plan Consultations – Cllr Robinson had drafted a response which was amended and agreed by the Council for submission by the Clerk by 2.4.24.**
10. **Confirmation of Grass cutting arrangements for Playing field for 2024 to be paid for by Parish Council – The Council confirmed that R and G Grounds Maintenance would require monthly of £338.25 per month for 8 months. Clerk will set up as a standing order.**
11. **Planning Applications and updates – See Planning Register below – items for consultation:**
- Application reference 2024/1293/FULL - The Lime House 6 Ivens Lane Litchborough NN12 8JG – no comments from Parish Council.
 - Application Reference 2024/0562/FULL at 4 Farthingstone Road Litchborough NN12 8JE
 - Application reference 2024/0563/S73 at Creighton House, 34 Banbury Road, Litchborough, NN12 8J

There were no objections to the above. **Clerk** to submit responses.

- Latest objection to DHL planning application submitted

12. Kings Portrait - ordered.

Signed-----

Date-----

13. To note and action correspondence where necessary. Various updates circulated.

14. Other matters for report only: To discuss issues arising too late for the agenda. No decisions can be taken – no items

15. To receive any items for the next Parish Council agenda - none

16. Date next Full Council meeting Tuesday May 21st 2024 7.00pm

17. Date of Annual Parish Assembly – to be held on same evening as Full Council meeting with refreshments at 6.30pm.

Signed-----

Date-----