

LITCHBOROUGH PARISH COUNCIL

**Minutes of Parish Council Meeting held at office of Mr Lugar – Mawson
(this had been advertised in the usual way)**

TUESDAY 13th July 2021

1. **Councillors present - T Sykes, G Lugar-Mawson, I Lowery, G Drinkwater, J Robinson V Hartley - Clerk**
2. **Apologies – S Brunning, D Aked- Walker**
3. **Members of the public present - none**
4. **Public Forum** : Members of the public can raise any issue with prior notice to the Clerk
5. **Declarations of Interest – to receive any on agenda items**
Item 14 – G L-M, JR, IL
6. **Minutes:** The minutes of the meetings held on 24th May 2021 were confirmed as a true record and signed by the Chairman.
7. **Ongoing Issues:** To report progress on, and to decide on any appropriate action on the following items:
8. **Defibrillator – to receive update (Cllr Aked -Walker) – an invoice had been received for its maintenance, the agreement for which the PC was for year 4 of 5.**
9. **Website – all up to date – AGAR and other notices added including Members Interests forms for Councillors. Cllr Lowery suggested the current references for Planning Applications be added to the website for residents to access.**
10. **Footpaths and ROW - to receive update - Cllr Drinkwater confirmed there were no issues. The Clerk had reported the footpath behind the Playing Field to 'Fix My Street' after a request from a resident that it was overgrown but no action required. One of the footpaths towards Blakesley is overgrown but is not within this parish.**
11. **Snow and Tree Warden – to receive update – Cllr Robinson – no issues**
12. **Youth Club – to receive update – On-going (Cllr Aked-Walker)**
13. **Council to consider the lighting of the Queen's Platinum Jubilee Beacons on 2nd June 2022 – the Council agreed that this should go ahead and funds allocated as necessary.**
14. **Appointment to St Martin's Church Fabric Trust – the Council agreed to appoint Cllr Gareth Lugar-Mawson as a trustee of Saint Martin's Church Fabric Trust. This is for two years, so the appointment should be made again in 2023.**

15. Bank Reconciliation

Nat West Balance at bf 24.5.21	£14903.86
Less O/S cheques (see below)	£844.20
Balance cf at 6.7.21	£14059.66
Cambridge Building Soc savings A/C	£1011.40
Total	<u>£15071.06</u>

It was agreed that the **Clerk** draft a letter for signing by the signatories at the next meeting requesting a transfer of £7000 from the Nat West current Account into to Cambridge Building Society to keep as a reserve.

Signed-----

Date-----

16. The following accounts were agreed:

Payee	Net	VAT	Total £	Chq No
1PCS –hosting of domain name & email May	20.00	4.00	24.00	DD
1PCS –hosting of domain name & email June	20.00	4.00	24.00	DD
Barbara Osborne – pay roll			40.00	994
SNAST			25.00	995
CYPN	333.34	66.66	400.00	996
V Hartley – Sal for June and July			180.00	997
Community Heartbeat	126.00	25.20	151.20	998

17. – External Audit – Clerk has returned ‘Certificate of Exemption to PKF Littlejohn – external auditors

18. Clerk has completed VAT Return – awaiting payment of £428.78

19. - Planning Applications and updates - none

20. **Storm drains in Towcester Road** – update further to correspondence from Helen Howard, NCC who had stated on 16.2.21 that the Area Maintenance Team have raised a 28 day works order for Drainline, NCC drainage contractors, to clean and test the gullies, plus the mainline on the whole length of Towcester Road, Litchborough. Clerk has written again for response.

Also Clerk had reported issue to Fix my Street – **Ref 2536414**. Still no updates on site.

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

22. **To receive and action where necessary the following CORRESPONDENCE**
Various updates circulated.

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

Clerk to invite local WNC Councillor to next meeting requesting a report on the Unitary Council and possibly information on Highways and Planning

24. - **Date next Full Council meeting 14 th September 2021, 7.00pm, in the Village Hall (small room?) .**

Signed-----

Date-----