

## Great Oxendon Parish Council

### Minutes of the Parish Council Meeting held on 7<sup>th</sup> September 2020

#### Video Conferencing Meeting

#### (The Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020)

**Present:** Councillor Steedman, Councillor Rumsey, Councillor Barker, Councillor Evans, Councillor Carolyn Jones, Councillor Hogarth and Councillor Patel-Brown

**Apologies** Councillor Debbie Jones  
Councillor Richard Auger (DDC) was also unable to attend the meeting.

**Absent:** None

**Also Present:** Peter Rowbotham (Parish Clerk)

**Members of the Public:** 2

#### 2320 Welcome

Councillor Steedman welcomed everyone to the September meeting of the Great Oxendon Parish Council. This was being held using Microsoft Teams video conferencing in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) Regulations 2020.

#### 2321 Apologies

Apologies had been received from Councillor Debbie Jones. These were accepted by the Parish Council.

#### 2322 Declarations of any Personal & Prejudicial Interests

None.

#### 2323 Minutes of the Meeting (10<sup>th</sup> August 2020)

Minute number 2304 was clarified. The procurement actions agreed by the Parish Council were –

- A solar lamp be installed at the south bound bus stop on a trial basis only
- A replacement 18w lamp be installed at the bottom of Main Street with a deflector shield
- A replacement 34w lamp be installed opposite the south bound bus stop with a deflector shield

Subject to the above being inserted the minutes of the Parish Council of 10<sup>th</sup> August 2020 were accepted as a true and accurate record. The minutes were proposed by Councillor Hogarth and seconded by Councillor Patel Brown. Unanimous.

#### 2324 Matters Arising from the last meeting (10<sup>th</sup> August 2020)

There were no matters arising from the previous minutes.

**2325 Public Open Session Forum**

No items were raised within the public open session.

**2326 Finance**

The payments for September 2020 were approved for payment. This was proposed by Councillor Evans and seconded by Councillor Hogarth. Unanimous.

|  |                        |                                   | Net Amount     | VAT          | Total          | Powers         |
|--|------------------------|-----------------------------------|----------------|--------------|----------------|----------------|
|  |                        |                                   | £              | £            | £              |                |
| <b>Direct Debit Payments - Financial Regulation 6.7</b>            |                        |                                   |                |              |                |                |
| 1  | BT                     | Broadband (25th July 2020)        | £47.00         | £9.40        | £56.40         | LGA 1972 s111  |
| <b>Payments for approval - Financial Regulation 5.2 (via BACS)</b> |                        |                                   |                |              |                |                |
| 2  | Peter Rowbotham        | Expenses - Handbook for new Clerk | £21.00         | 0            | £21.00         | LGA 1972 s111  |
| 3  | Leicestershire Gardens | Grass Cutting - 4th August        | £230.00        | 0            | £230.00        | HA 1980 s96    |
| 4  | Mr MJ King             | Bus Shelter Cleaning              | £40.00         | 0            | £40.00         | LG(M)A 1953 s4 |
| <b>Total Expenditure this month</b>                                |                        |                                   | <b>£338.00</b> | <b>£9.40</b> | <b>£347.40</b> |                |
|  |                        |                                   |                | +            |                |                |
| <b>Receipts</b>  |                        |                                   |                |              |                |                |
|  |                        |                                   |                |              |                |                |
| <b>Total Income this month</b>                                     |                        |                                   | <b>0</b>       | <b>0</b>     | <b>0</b>       |                |

**2327 Neighbourhood Planning**

The Parish Council agreed that Councillor Hogarth would coordinate the initial feasibility stage including gauging interest levels within the Parish. Councillor Carolyn Jones would prepare a draft leaflet for circulation within the village. This was proposed by Councillor Barker and seconded by Councillor Rumsey. Unanimous.

**2328 Web Site Accessibility Statement**

The Parish Council agreed to an Accessibility Statement which had been placed on the web site. It was a requirement to meet the accessibility guidelines. This was proposed by Councillor Carolyn Jones and seconded by Councillor Barker. Unanimous.

**2329 Planning Decisions**

The Parish Council noted that Application DA/2020/0512 for the removal of Condition 9 of planning permission DA/2007/0991 at Windmill Farm, Braybrooke Road had been refused by Daventry District Council.

The Parish Council noted the issue of a Lawful Development Certificate for Application DA/2020/0480, a detached garage and games room at Holly Cottage 41, Main Street, Great Oxendon, Northamptonshire, LE16 8NG

**2330 Finance – Bank Reconciliation**

The Parish Council received the latest bank reconciliation report. This indicated £4,923.04 within the Revenue account and £5,101.89 within the Capital account.

**2331 Finance – Statement of Reserves**

The Parish Council had received the Statement of Reserves. The earmarked reserves indicated a balance of £4,305.48. General Reserves were in the region of £6,374.45 which was 42% of the precept and in accordance with the Reserves Policy.

**2332 Finance – Budget Report**

The latest budget report was noted by the Parish Council. There were no concerns or issues.

**2333 Community Safety**

Councillor Barker reported the latest figures of reported crime within the locality. In July 2020 there had been five reported crimes within the Parish. The Parish Council noted the report.

**2334 Community Engagement**

Nothing to report.

**2335 Highways, Footpaths and Trees**

There had been a recent walkaround. It was recommended to the Parish Council that two Elderflower trees be taken out. A quote was to be presented at the next meeting. There was an issue with conifers growing over a wall. It was requested that a letter be sent to the resident by the Clerk.

Fly tipping had been reported via the 'Fixmystreet' web site. Anglian Water were dealing with a leak within its pipework. Part of the highway had collapsed on the Farndon Road. The 'new road layout' signs now required removing from the A508.

**2336 Environment**

No issues to report.

**2337 Reports of the Parish Council Representatives**

- Village Hall – £10,000 had been received from Daventry DC in respect of a COVID grant.
- Cross Border Group – Ongoing enforcement issues with traveller sites would progress although this would inevitably be affected by the COVID issues.

**2338 Report of the Parish Clerk**

The Parish Clerk reported –

- Progress with the web site including accessibility improvements
- Training and handover meeting were in place for the new Clerk & RFO.
- The Annual Governance and Accountability Return was being concluded by the External Auditor
- The bank details were in the process of being updated for the new signatory.
- The Verification Exercise needs carrying out.

**2339 Question Time**

The Highway issues at Windmill Farm would be dealt with as part of the ongoing enforcement measures delivered by the Local Planning & Highway Authorities.

**2340 Any Other Urgent Business**

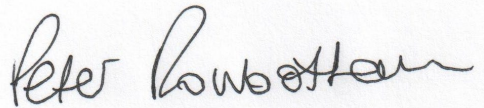
None.

**2341 To note the dates of Future Meetings (Video Conferencing until further notice)**

- Monday 12<sup>th</sup> October 2002
- Monday 2<sup>nd</sup> November 2020
- Monday 14<sup>th</sup> December 2020
- Monday 11<sup>th</sup> January 2021
- Monday 1<sup>st</sup> February 2021
- Monday 1<sup>st</sup> March 2021
- Monday 12<sup>th</sup> April 2021 (Parish Meeting followed by Parish Council)
- Monday 17<sup>th</sup> May 2021 (Annual Meeting of the Parish Council)

*The meeting finished at 8.50 pm*

*Signed as a true and accurate record*



**Councillor Roseanne Steedman**  
**Chair**  
**Great Oxendon Parish Council**  
12<sup>th</sup> October 2020

**Peter Rowbotham**  
**Parish Clerk**  
**Great Oxendon Parish Council**  
Tel: 077 1212 0231  
Email: [parishcouncil@greatoxendon.org](mailto:parishcouncil@greatoxendon.org)  
Web: <http://www.greatoxendon.org>  
24<sup>th</sup> September 2020